

Memorandum

To: Housing and Homelessness Commissioners

From: Savannah Clement, Housing Policy and Planning Analyst

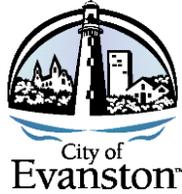
Subject: February 28, 2018 HHC Meeting Cover Memo

Date: February 23, 2018

Attached please find:

- The meeting agenda
- Item 1: Draft minutes of the January 11, 2018 meeting for approval
- Item 2: Memo and funding application for HMIS by the Alliance to End Homelessness of Suburban Cook County

We look forward to seeing you on February 28th.



HOUSING AND HOMELESSNESS COMMISSION

Wednesday, February 28, 2018

7:00 PM

Lorraine H. Morton Civic Center, 2100 Ridge, Room 2403

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES** January 11, 2017
- 3. PUBLIC COMMENT**
- 4. ALLIANCE TO END HOMELESSNESS IN SUBURBAN COOK COUNTY
APPLICATION FOR HMIS FUNDING**
- 5. ELECTION OF NEW CHAIR/VICE-CHAIR**
- 6. NEW/OTHER BUSINESS**
- 7. STAFF REPORTS**
- 8. ADJOURNMENT**

Next Meeting: April 5, 2018 at 7 PM in Room 2402.

Order & Agenda Items are subject to change. Information about the Housing and Homelessness Commission is available at: www.cityofevanston.org/government/agendas-minutes. Questions may be directed to Savannah Clement at 847.448.8679.

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MEETING MINUTES

HOUSING AND HOMELESSNESS COMMISSION

Thursday, January 11, 2018, 6:00 P.M.
Lorraine H. Morton Civic Center, Room 2402

Present: Vice-Chair Geri Palmer, Suzanne Calder, Sidney Caselberry, Sandra Hill, Alderman Eleanor Revelle

Absent: Chair Ellen Cushing, Noelle Gilbreath, Kyle Lauterhahn, Moika Long

Staff: Sarah Flax, Housing and Grants Administrator; Savannah Clement, Housing Policy and Planning Analyst

Call to order

Vice-Chair Geri Palmer called the meeting to order at 6:08 PM with a quorum present.

Approve minutes of December 7, 2017 meeting

Sue Calder moved for approval, Sandra Hill seconded and the motion was approved unanimously.

Public comment

No public comment.

Review Affordable Housing White Paper strategies

Sue Calder asked for Evanston's median income. Sarah Flax explained that the City does not use an Evanston-specific median income for housing programs; the City uses Chicago Metro Area median income.

On January 29th, City Council will have its first quarterly update meeting on affordable housing. Staff will provide a presentation on work plan progress to date at this meeting. All of the affordable housing referral items from the October 30, 2017 City Council meeting will remain on their respective committee agendas in order to have consistent updates.

Accessory Dwelling Units (ADU)

Staff is conducting more research and trying to get a handle on how many ADUs currently exist in Evanston. There will be more discussion on ADUs at the January 29th City Council meeting, and action items in February. Durango, CO, implemented an amnesty program for its illegally rented ADUs. The City could use Durango's program as a model in order to allow the City to inspect existing units and bring them up to code. Staff is also looking into garden apartments; more information will be provided with ADU memos.

Vice-Chair Geri Palmer and Sandra Hill asked about the amount of density allowed in neighborhoods; staff needs to evaluate to see what could be allowed. The City needs to look at what would fit within the community. The City has a lot of legal nonconforming lots/buildings and different lot sizes. Staff is trying to get an estimate on how many accessory dwelling units are actually in the city currently. Vice-Chair Palmer asked how ADUs fit in with affordable housing. Ald. Revelle explained it just requires a change in ordinance and no cost to the City. She explained that Ald. Suffredin said residents in his ward are interested because it would provide extra income for a senior to stay in their home. Allowing the rental of ADUs would increase the housing stock in Evanston, and provide households with opportunities to rent in areas where there is very little available rental housing.

Small Lot Houses

The staff homeownership memo for the January 8th Administrative and Public Works Committee meeting included the idea of creating smaller lots for smaller homes. The City is looking at a specific lot as a pilot. Proposed housing on smaller lots would be reviewed individually in order to ensure the design is in alignment with the neighborhood and specific lot. Sue Calder asked how many vacant lots there are in Evanston. Sarah Flax said she doesn't know but there are not many. Sarah said there are several interesting parcels that are vacant, though. The City is also exploring expanding its partnership with ETHS Geometry in Construction to build small lot homes and/or ADUs.

Three Unrelated Occupancy Rule

Staff is putting together a white paper on rooming houses. Rooming houses are a more affordable option for very low income people. The rooming houses research will be reviewed and discussed at the January 29th City Council meeting.

Inclusionary Housing Ordinance Subcommittee

The IHO Subcommittee will examine several different possible changes to the ordinance. The Subcommittee's first meeting is January 17th. The Real Estate Transfer Tax (RETT) will be examined, but state law mandates a referendum to increase it. Sue Calder worked on the City's last referendum to increase the RETT, but that didn't pass. She noted that the efforts to get the referendum passed started late, and provided too little time to get support. Sue pointed out that the City Manager said that the new housing programs need to be sustainable (at the January 8th City Council meeting); she feels impact fees would help with that.

Paths to Homeownership

Staff is putting together a memo on the City's past programs for the January 22nd Administrative and Public Works meeting. Sarah Flax noted the City's past Down Payment Assistance Program used HOME funds; due to federal regulations, it was very onerous and did not work well. Sarah said the City can promote existing programs at external agencies, and develop small scale homes that are more affordable. Sarah also mentioned that land trusts can be used to ensure long-term affordability.

Landlord Rehabilitation Assistance Program

Staff is putting together a memo with an outline for a program, to be discussed at the January 22nd Administrative and Public Works Committee.

Rental Assistance Program

The City has not received any funding from developer contributions into the Affordable Housing Fund. However, between now and when the City does receive these funds, staff will evaluate Alderman Rainey's proposal and develop program specifics. The program would include move-in costs in addition to a rental subsidy, for three years. Sue Calder is concerned about the subsidies being for market rate units. Sue noted TBRA has wraparound services to help households become self-sufficient. Sue is also concerned that the program won't be sustainable. Sarah Flax noted that one of the eligibility requirements for the program is that people have to have a job, but she is not sure if Alderman Rainey's program will also include wraparound services. Ald. Revelle asked about McKinney-Vento and referrals from the school districts. Sue explained that Connections for the Homeless gets referrals from school districts for TBRA. Sue noted that case management is vital for these types of programs to succeed.

Landlord Mitigation Fund

City Council and staff are not currently working on establishing a landlord mitigation fund at this time. However, Joining Forces for Affordable Housing and the Alliance to End Homelessness in Suburban Cook County are looking into this and doing landlord outreach.

Ald. Revelle suggested developing some measurable goals to evaluate progress with the affordable housing work plan. She said this could also help determine where to allocate resources. Sue Calder noted targets/goals need to be modest because it takes a long time and a lot of money to move things forward.

Staff will send City Council memos to Commission. Staff will also be developing an affordable housing page on the City's website to provide ongoing updates on the work.

Inclusionary Housing Ordinance waitlist policies and procedures

Sarah Flax explained the value of having a centralized waitlist for residents - it provides a more streamlined process for accessing affordable housing. Additionally, having Community Partners for Affordable Housing (CPAH) income qualify tenants takes work off developers and helps with compliance monitoring. Sarah explained that households will have to self-report their income on the pre-application. If their income is close to the eligible levels, the household will then be put on the waitlist. When units open, CPAH will contact people on the waitlist to conduct a full income certification.

Affordable housing developers and property managers won't have to take people off this waitlist, but market rate developers with affordable units can, as well as small landlords

with affordable units. Tenants will be income qualified but property management companies will be able to pick from a pool of qualified tenants based on their tenant selection procedures. Staff and CPAH will caution developers on requirements such as high credit scores that may preclude low income tenants from being able to rent their apartments.

Ald. Revelle asked about Emerson Square's waitlist. Sarah explained there are a few different waitlists for the different funding sources in the project. Ald. Revelle asked how staff and CPAH will handle a lot of interest in the IHO waitlist. Amy Kaufman, Associate Director of CPAH, said her thought is not to cut off the waiting list if it gets too many people, because different units are appropriate for different households. She said that also helps with getting units filled quicker. Amy noted that people with little or no income will not be put on waiting list, but CPAH will refer them to other resources and organizations. CPAH does tell people to call back if income has changed, but will put people on the waitlist if their income is close the threshold.

CPAH is doing income qualifications for market rate buildings with affordable units that were pre IHO.

The City's IHO policies and procedures are going to be more lenient than HUD regulations with regard to increasing rent or not renewing leases when income increases. Staff is also talking to developers about fixed or floating units for when household incomes go up.

Sue Calder asked about ADA accessibility for the affordable units. The City's current ordinance does not require that.

Staff is looking to start process of pre application and opening waitlist soon.

Sue Calder asked about re-certifications. Amy Kaufman said that about 75 days before a household's lease is up, CPAH reaches out to property managers about re-certifications. CPAH only checks income at re-certs, not debt. So far in Highland Park, this process has been seamless. Developers also don't have to take or renew tenants.

Ald. Revelle asked about if information will be available at the Civic Center or library, other city facilities. Amy said CPAH does an event at the library when units are available. She said the pre-application is also available online, and the library has it, as well. However, CPAH won't go promote the affordable units and waitlist if there aren't any units available. CPAH would like to have access to the hospitals with regard to promoting affordable housing to their employees. Sue Calder said she might have a contact at Presence that she could send Amy. The hospitals have said that if they let any organization in, then have to let them all in and don't want to do that. Ald. Revelle said she will try to talk to NorthShore about this, as well.

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The City is also looking at employer-assisted housing programs and partnerships with big employers such as Northwestern University and the hospitals. Northwestern had an employer-assisted housing program in the past when the City was implementing its NSP2 program.

Currently, CPAH has about 14 rental units in Evanston and about 149 people on the waitlist. CPAH will merge its waitlist with the City's IHO interested parties list.

Sue Calder asked if CPAH provides services for its clients. Amy Kaufman said clients can participate in CPAH's financial literacy classes, but since residents in market rate buildings aren't paying rent to CPAH, there is less contact with them. CPAH does try to do as much outreach as possible. Amy said CPAH will also help find resources for tenants that may be struggling to pay rent, such as referring them to Connections for the Homeless. The City's 311 is also really good at referring people to City and other outside resources.

Dependent students are not eligible for affordable units. However, independent students could be. This is in alignment with the HUD Part 5 income certification process.

The IHO Policies and Procedures is a final draft that staff wanted to get the Commission's feedback on. No action is required by the Commission. Policies and procedures are also typically an administrative function.

New/other business

No new business.

Staff reports

No staff reports.

Adjournment

Alderman Revelle motioned for adjournment, Sandra Hill seconded, and the motion was unanimously approved. The meeting was adjourned at 8:10 p.m.

The next scheduled meeting of the commission is Thursday, February 1, at 7:00 p.m. in room 2402.

Respectfully submitted,
Savannah Clement, Housing Policy and Planning Analyst



Memorandum

To: Members of the Housing and Homelessness Commission

From: Erika Storlie, Interim Community Development Director
Sarah Flax, Housing and Grants Administrator
Savannah Clement, Housing Policy and Planning Analyst

Subject: Homeless Management Information System (HMIS)

Date: February 22, 2018

Recommended Action

Staff recommends approval of a renewal grant of \$20,500 from the Affordable Housing Fund for the Homeless Management Information System (HMIS) to the Alliance to End Homelessness in Suburban Cook County (“The Alliance”). The Alliance receives funding from HUD for HMIS, and has a 20% non-federal match requirement to make full use of this funding. The \$20,500 grant from the Affordable Housing Fund will enable the Alliance to access \$82,000 in HUD funds.

Funding Source:

Funding is from the Affordable Housing Fund, 250.21.5465.65500. The 2018 Affordable Housing Fund has \$114,500 budgeted for housing-related services and an uncommitted cash balance of approximately \$800,000.

Livability Benefits:

Built Environment: Support housing affordability;

Equity & Empowerment: Ensure equitable access to community benefits, and support poverty prevention and alleviation.

Discussion

The Alliance to End Homelessness in Suburban Cook County is charged by HUD to create a standard HMIS workflow and to train all users at the Continuum of Care (CoC) homeless system agencies. This not only allows Evanston and the Alliance to better track the individuals served but also tracks the services provided to eliminate duplication and achieve increased efficiencies. HMIS is the source of data for the Alliance’s and City’s monthly, quarterly and annual reports to HUD. Ongoing training and data quality checks enable the CoC to provide data with a less than 10% error ratio for all federally funded homeless programs in suburban Cook County, including Evanston.

The Alliance has requested a \$2,000 increase from last year's grant of \$18,500, which was the same amount as the three prior years. The Alliance was awarded a \$60,000 increase in HUD funding to implement a coordinated-entry system required by HUD. Consequently, the Alliance plans to add an additional HMIS staff person in early 2018 to accommodate the additional data collection and management for that system. Therefore, the Alliance is seeking additional match funding to support the expansion of staffing and space costs.

The Alliance leverages about \$10.8 million annually in HUD CoC funds for permanent supportive housing and other programs in Cook County for which HMIS participation is a requirement. As an ESG entitlement community, Evanston received \$144,334 in 2017, which requires use of HMIS to track people receiving ESG-funded services and quarterly and annual reporting from that system. Furthermore, HMIS is used by the City of Evanston to determine if people applying for General and Emergency Assistance are receiving other benefits, thereby avoiding duplication of services. Local support for HMIS helps maintain system capacity and funds additional portals. HMIS is the only database of its kind in suburban Cook County, including Evanston.

Evanston agencies currently using HMIS include: Connections for the Homeless, Impact Behavioral Health (formerly Housing Options for the Mentally Ill), Housing Opportunity Development Corporation, Interfaith Action of Evanston, and the McGaw YMCA. These agencies collectively receive approximately 15% of total dollars awarded to Cook County CoC projects.

The City of Evanston's HMIS grant is 4% of the HMIS budget, while almost 10% of the total Cook County clients served through the CoC and tracked in HMIS are Evanston households. Approximately 15% of the Continuum's Federal funding goes to Evanston agencies, a total of \$1,408,495 in the current CoC funding year.

The HMIS database is a valuable tool for agencies serving the homeless and their funders, including the City, which uses HMIS data in its reports to HUD. The use of local funds for HMIS helps maintain compliance with the Federal mandate that all ESG recipients use the database, and leverages significant federal funds for needed services in our community. Supporting the HMIS database is consistent with the Consolidated Plan and the Plan to End Homelessness developed by the Mayor's taskforce.

Legislative History

The City has provided \$128,070 in HMIS matching funds from the Affordable Housing Fund over nine years, including \$18,500 approved by City Council on March 27, 2017.

Attachments

- Alliance to End Homelessness in Suburban Cook County application and supporting documents for HMIS matching funds

2018 APPLICATION FORM

Affordable Housing Fund

Include these attachments with your application:

- Organization's most recent completed fiscal year budget and current year budget
- Organization's non-discrimination, equal employment opportunity and affirmative action plan
- Audited financial statement and Form 990 for the most recent completed fiscal year
- Evidence of non-profit status
- Plan to address accessibility issues, including who to contact with questions/issues, policies for responding to grievances/complaints and the time period for providing a written response (new applicants or previously funded agencies if changed).
- Completed Conflict of Interest Disclosure form

Please submit 1 hardcopy and 1 electronic copy of your application and attachments. For questions, contact Savannah Clement, Housing Policy and Planning Analyst.

AGENCY: Alliance to End Homelessness in Suburban Cook County

PROGRAM NAME: HMIS

CONTACT PERSON: Jennifer C. Hill

TELEPHONE: 708-236-3261

EMAIL: jennifer@suburbancook.org

ADDRESS: 4415 Harrison Street, Suite 228. Hillside, IL 60162

AMOUNT REQUESTED: \$20,500

PROGRAM DESCRIPTION

1. *Provide a summary of your program, including the need(s) that it addresses. How long has your program existed and how has it grown or changed? How long do you expect to continue providing this service?*

The Alliance requests funding to support Homeless Management Information (HMIS) related expenses to ensure full participation and exceptional data quality for all Evanston homeless services programs. The Alliance leads the HMIS for all of suburban Cook County, which provides support to the SubCook Built for Zero initiative, the further development of a county-wide coordinated entry process, and the homelessness prevention call center. The Alliance has been leading a successful implementation of the HMIS since 2008, which has grown from a system with 27 providers entering data on 1300 clients to over 40 agencies entering data on over 8000 clients each year. This is an ongoing project mandated by HUD and is expected to continue and evolve for the foreseeable future.

2. *Who participates in or benefits from your program or services? Describe them in terms of age, gender, race/ethnicity, family status, income level and other relevant or defining characteristics. Detail any eligibility requirements.*

Individuals and families who are homeless or who are at risk of becoming homeless will benefit from this program. In addition to the general homeless population, clients served will include chronically homeless individuals and families, homeless or at-risk veterans, and homeless or at-risk youth.

3. *What other agencies or programs address this need, how do you collaborate with them to avoid duplication of services, and what successes and challenges have you experienced? What sets your services apart from others? (Include agencies that serve Evanston residents but are not located here.)*

The HMIS is the only database of its kind in suburban Cook County including Evanston. In 2011, the Evanston Alliance on Homelessness merged with the suburban Cook Alliance. At the end of 2013, Connections for the Homeless transferred the entire responsibility for maintaining this database to the Alliance. At this time, the Alliance to End Homelessness in Suburban Cook County is in need of matching funds to make full use of federal funding for HMIS. By having the Alliance lead the HMIS implementation, Evanston is avoiding duplicating this effort while at the same time expanding the benefit to its residents by ensuring solid data is available for affordable housing funding decisions. The Alliance coordinates a variety of nonprofit, municipal, county, state and federal representatives to ensure a comprehensive approach to shortening the time any person spends homeless and to minimize the number of people becoming homeless each year. For example, the Alliance is active in the Regional Round Table, where CoCs in the northeastern region of Illinois collaborate to share ideas and coordinate efforts related to CoC and HMIS activities. In mid-2014, the Alliance completed a merger of the Suburban Cook HMIS and the DuPage HMIS, creating the start of a northeast Illinois regional HMIS which is creating better economies of scale for homeless data collection and analysis.

4. *Discuss the need for this type of service including:*

- *existing level of services* -- From October 2016 through September 2017, the CoC served and recorded data on 5,872 households comprising 8,229 individuals, including nearly 656 households comprising 802 individuals from Evanston. Data entry is required for all clients served by HUD-funded projects (with exception for domestic violence survivors).
- *how the need has changed over the past two to three years*, -- In previous years, the City of Evanston has funded the match, and HUD has provided the majority of funding for the Evanston HMIS. The Alliance has placed a greater emphasis on chronic and veteran homelessness since 2014, and the impact on HMIS is that we now do monthly housing placement reports in order to track progress toward ending veteran homelessness and chronic homelessness in 2018.
- *the gaps in providing this service*-- The Alliance is engaged in an effort to grow our capacity to respond with greater detail to the needs of Evanston as an entitlement community, as the HEARTH Act requires a more formal consultative relationship between the CoC and Evanston as an ESG recipient and its participation in the continuum-wide coordinated entry system.

5. *Complete the chart below with the unduplicated total of people you expect to serve in 2018, number that are low/moderate income, and the number of them that are Evanston residents. If an existing program, provide the same numbers for 2017.*

8,250 *Unduplicated people to be served in 2018*
810 *Unduplicated Evanston residents to be served in 2018*
8,250 *Unduplicated low/moderate income people to be served in 2018*
810 *Unduplicated low/moderate Evanston residents to be served in 2018*
8,229 *Unduplicated people served in 2017*
802 *Unduplicated Evanston residents served in 2017*
8,229 *Unduplicated low/moderate income people served in 2017*
802 *Unduplicated low/moderate income Evanston residents served in 2017*

6. *Describe your program. Be specific about the activities/services provided, days/times of services and the frequency/duration of service for the average participant. Is there a wait list? If yes, explain its size and the length of wait time.*

The Homeless Management Information System (HMIS) is a database used throughout the Cook

County Continuum of Care (CoC) to record client demographics and service records for those enrolled in HUD homeless system programs and is required by HUD for its CoC housing programs. The Alliance to End Homelessness in Suburban Cook County (Alliance) as lead agency for the CoC is charged with implementing and administering the HMIS. The Alliance is responsible for training all users on how to enter client data accurately into the HMIS using the standard HMIS workflow and to pull usable data for monthly, quarterly, and annual reporting requirements. Alliance staff monitors the data of participating agencies on a monthly basis, assessing data completeness and accuracy of point-in-time inventories of beds and persons served.

7. *Describe the number, qualifications and experience of program staff. Will new staff be hired and is this dependent on City funding? Will the staff be retained if City funding is not received in future years?*

The Alliance is the designated HMIS lead agency for the Cook County Continuum of Care and has ten years of experience administering the HMIS project. The Alliance employs three full-time staff dedicated to the HMIS project, including Peggy Troyer, director of information services, Jeremy Heyboer, data quality manager and lead trainer, and Lynn Suchwalko, HMIS support specialist. All three are active in the National Human Services Data Consortium and bring this national level expertise to suburban Cook County. Through its other staff, the Alliance offers supervision and administrative support to the HMIS project. The Alliance's knowledgeable HMIS team plays a leadership role in the region, often advising neighboring Continuum of Care on their HMIS implementations and leading an HMIS partnership with the DuPage County continuum. The Alliance anticipates hiring one new HMIS position during 2018. Although additional funding from Evanston will help support this expansion, the position is not dependent on the Evanston funding.

8. *Describe program goals and outcomes you anticipate in 2018, including any change from 2017. What data are collected and used to analyze your program and measure success? Who is responsible for ensuring the program is implemented as planned?*

The Alliance to End Homelessness in Suburban Cook County is charged by HUD to create a standard HMIS workflow and to train all users from CoC homeless system agencies. This standardization of forms and workflow will not only allow Evanston and the Alliance to better track the individuals served but will also track the services provided to eliminate duplication of services and achieve better outcomes. The HMIS provides data for monthly, quarterly and annual reporting to HUD, and better training helps our Continuum to provide data with a less than 10% error ratio for most required data elements. The Alliance will therefore be able to provide quality data to guide the development of Evanston programs and plans.

In collaboration with suburban Cook County homeless service providers, the Alliance is also leading the planning and development of a recently launched, HUD-mandated coordinated-entry system that will serve clients throughout the entire suburban Cook County geography. This coordinated-entry system relies upon the HMIS as a tool to facilitate referrals and to track the effectiveness of this service delivery system.

9. *Where (address/location) does your program take place and how will clients get to the location or facility?*

Alliance staff will provide support and training from their office located at 4415 Harrison Street, Hillside, IL 60162, which includes a computer training facility accommodating up to twelve trainees. The Alliance will provide on-site assistance at participating agencies as needed. Staff members of participating agencies use the HMIS at their own locations, accessing the HMIS program via the Internet.

10. *Is this location in compliance with the requirements of the federal ADA (Americans with Disabilities) Act?*

Yes

No *If "No," explain how disabled clients will be able to access the program.*

11. *How is eligibility for this program determined and what demographic data are collected about clients?*

Homeless persons are presumed to be low-income. Within the HMIS, Evanston clients will be identified by the zip code of their last permanent address or current city of residence as provided during the intake process. Case managers at each agency collect the appropriate documentation of income and residence, including housing status, as required by their respective programs. These data are recorded in HMIS.

12. *Provide a summary of your organization's mission and work including services, organizational structure, size and functions of the board, and any significant changes in the last year.*

The Alliance leads the suburban Cook County Continuum of Care and the suburban Cook County HMIS. The Alliance is a 501(c)(3) organization and is governed by a board of directors comprised of over 35 members representing providers from each of the three, geographical Community Based Service Areas (CBSAs), other community representatives, and persons having lived homeless experience. Alliance staff include an executive director, three full-time HMIS staff, a program director, a CoC program specialist, a community liaison, an office manager, and 1-2 program interns.

13. Program Outcomes and Indicators

Outcome (What is the program designed to achieve?)	Indicator (How is success determined?)	Number or percent of total that will achieve this
Data-Informed planning through more complete data.	The participation rate for emergency shelter (ES) & transitional housing (TH) projects.	86%+
Data-Informed planning through improved data quality.	The missing data rate for required data elements	10%-

BUDGET

Complete the table below for your program budget. Total revenues should be equal to or greater than total program expenditures. Line item expense and revenue descriptions should match your chart of accounts. If your program is new, leave fiscal year 2017 blank. Include all funding sources/revenues for your program. Total sources/revenues should equal total uses/expenses. Line items must match your chart of accounts/operating budget. Show any source of funding of \$20,000 or more in a separate line. Show any grants/donations that have been secured, and unrestricted revenues that are committed to this program, in the "2018 Committed" column.

Line Item Revenues	2017	% of Budget	2018	% of Budget	2018 Committed
CDBG	71,552	18	55,000	12	55,000
ESG	45,000	11	45,000	10	45,000
ESG Oak Park	11,977	3	10,144	2	10,000
EV HMIS AHF	18,500	3	20,500	4	
DuPage County HMIS	23,587	6	22,000	5	
CoC HMIS Alliance	221,466	56	270,641	58	270,641
Foundations	8,733	2	33,000	7	21,000
User Fees for Computer System	5,000	1	2,500	1	2,500
Misc Food Donation	841	0	900	0	
Legal-In Kind	203				
Member Contributions			7,000	1	
Total Revenues:	406,859	100%	466,685	100%	

Line Item Expenses					
Payroll Expenses	271,133	70	310,252	67	
Space Costs	17,976	5	27,125	6	
Operations	13,678	4	27,336	6	
HMIS Vendor Fees	75,880	20	84,000	18	
HMIS Consulting & Training	6,277	1	7,500	1	
Equipment or Furniture	2,743	0	9,956	2	
Legal-In Kind	203	0			
Total Expenditures:	387,889	100%	466,169	100%	

Indicate your fiscal year. If requesting funds for an existing program, explain any significant differences in revenues or expenses between your 2017 and 2018 program budgets, particularly funding cuts from major funders such as the State of IL, and its impact on service levels, staffing, etc. Describe your efforts to secure other sources of funding and justify any increased request from the City of Evanston. Why is Evanston's Affordable Housing Fund an appropriate funding source for this program?

Alliance fiscal year: January 1 – December 31

The Alliance plans to add an additional HMIS staff person in early 2018, and the revenue and expense shown above for 2018 reflect this expansion in staffing and space costs. The Alliance has been awarded a \$60,000 increase in HUD funding and is seeking additional match funding to support this expansion.

Every dollar of Evanston AHF support will leverage \$4 in HUD funding. Evanston clients represent 9.7% of total suburban Cook County clients served, while this request represents less than 5% of the HMIS project budget. The Alliance's work helps to secure over \$11 million annually in HUD CoC funds for affordable supportive housing in Cook County for which HMIS participation is a requirement. In 2018, Evanston as an entitlement community will receive ESG funding, which requires quarterly and annual reporting based on HMIS data. The City of Evanston plans to enter data on recipients of General and Emergency Assistance funds into HMIS. Because of Evanston's commitment to creating affordable housing, investing Affordable Housing Fund dollars into this data system will ensure that scarce housing funds are targeted effectively.

CERTIFICATION

We, the undersigned duly authorized agents of Alliance to End Homelessness in Suburban Cook County (applicant), do hereby state, that to the best of our knowledge, the information contained in this application is true and correct. Applicant assures the City of Evanston that funds will be administered by the applicant, and that funds received shall be used solely for the purpose described in this application.

Jennifer C. Hill, Executive Director

Name & Title



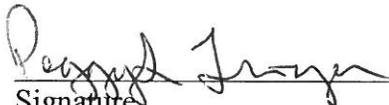
Signature

2-21-2018
Date

PROGRAM ADMINISTRATOR

Peggy Troyer, Director of Information Systems

Name



Signature

2-21-2018
Date