

2018 Iowa Balance of State Continuum of Care (CoC)

5.04.2018 Amended Final Renewal Project Application: Deadline: Friday, May 25, 2018, 11:59 PM

Please be sure to submit the application and ALL attachments, including the Performance Report, as a SINGLE PDF DOCUMENT.

Instructions: Answer the questions below. Include a "Self-Score" as indicated.

APPLICANT NAME AND LOCATION

Organization Name:	Crisis Intervention Services		
Project Name:	Pathway 2 Independence		
Type of Project (Permanent Supportive Housing, Rapid Rehousing, Transitional Housing)	Transitional Housing		
Project Name on the HIC:			
Anticipated Renewal Amount:	\$36,855		
Address:	500 High Ave West, Oskaloosa, IA 52577		
Contact Person (w/Email & Phone):	Nancy Robertson nancyr@stopdvsa.org 641-673-0336		
Secondary Contact (w/Email & Phone):	Jen Rice jenr@stopdvsa.org 641-673-5499		
Verify current registration in federal System for Award Management:	YES	DUNS #:	79-988-2592

THRESHOLD ASSURANCES

Projects MUST meet ALL of these requirements to be eligible for renewal consideration.

Has the project removed the following barriers to accessing housing and services? Verify that each barrier described does NOT exist:

		Self-Score: Assurances met?	CoC-Score: Assurances met?	Threshold Notes
a. Having too little or no income:	Not a barrier	YES		
b. Having a criminal record with exceptions for state-mandated restrictions:	Not a barrier			
c. Fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement):	Not a barrier			
d. Having (or not having) a previous address within Iowa:	Not a barrier			
e. Failure to comply with HUD's 2016 Gender Identity Rule: (https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/)	Not a barrier			

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

Note: This applies only to projects which were new in 2017 or projects that were new in 2016 AND have been operating for less than twelve months *due to HUD delays in issuing a contract* . If this is the case and you believe that your scores for the following questions may be negatively affected, please attach a concise explanation of the details, including the date your project started, why and how your scores are negatively impacted, and any steps taken to minimize any gaps in project services. Depending on this response and HUD's 2018 CoC Funding NOFA, rulings, and other communications, application reviewers MAY consider scoring adjustments. Questions to which this pertains: 8.a.,d. and e.; 9.c-e; 13.a.; 21.b-c; 21.a1-a2

CONTINUUM OF CARE PARTICIPATION (30 points, questions 1 -7)

- 1 **Local Participation:** Since January 2017, have representatives of your project attended meetings as part of planning a Coordinated Entry/Coordinated Services Region that includes your service area OR attended meetings of your organized local planning group? Meeting minutes must be available to verify attendance. List meetings below. (2 points for each meeting attended, up to 10 points)

Representative (Name of Individual)	Region or Planning Group	Date Attended	Self-Score (up to 10)	CoC Score (up to 10)	Scoring Notes
Erin Parker	Mahaska Cty. Homeless Coalition	1/23/2018	10		
	" "	2/20/2018			
	" "	2/27/2018			
	" "	3/27/2018			
	" "	5/22/2018			

- 2 **ICH Participation:** Since January 2017, have representatives of your project attended at least three bimonthly meetings of the Iowa Council on Homelessness? Note that anyone can participate in Council meetings even if not a voting member. Posted meeting minutes must be available to verify attendance. (1 point for each meeting attended, up to 3 points)

Representative (Name of Individual)	Date Attended	Three meetings attended?	Self-Score (up to 3)	CoC Score (up to 3)	Scoring Notes
Nancy Robertson	1/20/2018	NO	2		
Jen Rice	5/19/2017				

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

- 3 ICH Committee Participation: Since January 2017, have representatives of your project attended at least three meetings of one or more Iowa Council on Homelessness committees, including work groups? Note that anyone can participate in committee meetings even if not a Council member. Posted meeting minutes must verify attendance. (1 point for each meeting attended, up to 3 points)**

Representative (Name of Individual)	Committee	Date Attended	Self-Score (up to 3)	CoC Score (up to 3)	Scoring Notes
Nancy Robertson	Coordinated Entry and Pro	6/20/2017	3		
Nancy Robertson	Coordinated Entry and Pro	10/17/2018			
Nancy Robertson	Coordinated Entry and Pro	12/19/2018			

Other CoC Participation: Have representatives of your project participated in any of the activities described in questions 4-7? Participation records must verify attendance.

- 4 Professional Development and Networking: Did any project staff attend either the 2017 HUD Peer-to-Peer Symposium OR September 2017 HousingIowa Conference? (2 points for attending either)**

2017 HUD Peer-to-Peer Symposium OR September 2017 HousingIowa Conference	Name of attendee	Self-Score (up to 2)	CoC Score (up to 2)	Scoring Notes
September 2017 HousingIowa Conference	Molly Shortell & Sarah Schlax	2		

- 5 Education: Since July 2017 have you engaged in educating one or more local officials about your project services and your area's homeless/housing needs? Please attach an email chain or similar documentation to verify. Note: sign-in sheet for March 20, 2018 Day on the Hill will be used as verification for that event. (2 points for participation in such a meeting)**

Please make sure that the e-mail chain/documentation makes clear the nature of the meeting, date, name and title of official(s), location, and names of agency staff present.	Self-Score (0 or 2)	CoC Score (0 or 2)	Scoring Notes
Community Forum on Homelessness, March 15, 2018, United Way of Mahaska County, Nancy Robertson, Shawn Grundey & Sam Keith one of the attendees was Andrew Jensen with the City of Oskaloosa.	2		

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

6 Point in Time Count: Did your agency participate in the street (unsheltered) count in counties served by your project? Count must be recorded with HUD. (3 points for 1 county; 5 points for multiple counties)

		Self-Score (0,3 or 5)	CoC Score (0,3 or 5)	Scoring Notes
County/Countries:		0		

7 CoC Annual Meeting Participation: Did at least one representative of your project participate in the April 2018 Annual Meeting of Iowa Balance of State CoC Grantees? (5 points)

Representatives (Names of Individual)		Self-Score (up to 5)	CoC Score (up to 5)	Scoring Notes
Jen Rice & Shawn Grundey		5		

PROJECT MANAGEMENT (14 points, questions 8-14)

8 Spending History: Refer to the most recently-completed operating year for which an APR has been submitted. (5 points if funds were fully expended [0% unexpended]; 4 points if up to 1% of funds are unexpended; 3 points if up to 2% of funds are unexpended; 2 points if up to 3% of funds are unexpended, 1 point if 4% of funds are unexpended and zero points if 5% or more of funds are unexpended)

		Self-Score (up to 5)	CoC Score (up to 5)	Scoring Notes
a. Project operating year end-date:	9/30/2017	5		
b. Grant amount:	\$36,855			
c. Total funds expended:	\$36,855			
d. Funds remaining (unexpended funds):	\$0			
e. Unexpended funds percentage (unexpended funds/grant amount):	0%			

9 Annual Performance Report (APR): Refer to most recently-completed year for which an APR was submitted. (1 point if 90-day requirement met)

		Self-Score (0 or 1)	CoC Score (0 or 1)	Scoring Notes
a. Project operating year end-date:	9/31/2017	1		
b. Date APR submitted to HUD in SAGE:	12/15/2017			
d. Did your project meet the 90-day requirement? Circle or enter:	YES			
e. If an extension was granted by HUD or SAGE was unavailable, describe. Must have written documentation available upon request.				

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

10 HUD Grant Monitoring: (2 points)

Self-Score (up to 2) CoC Score (up to 2) Scoring Notes

a. Has HUD monitored the project within the past two years? (If no, STOP and award full 2 points.)	NO	2		
b. Date of monitoring visit:	XX/XX/XXXX			
c. How many findings of noncompliance were documented by HUD? (If greater than 3, stop and award NO points.)				
d. How many findings of noncompliance have NOT been resolved within the required time frame? (If greater than zero, award NO points. If 3 findings or fewer and all were resolved within the required time frame, award full 2 points.)				

11 Administration Costs: (1 point if yes)

Self-Score (0 or 1) CoC Score (0 or 1) Scoring Notes

Will the amount requested for Administration Costs in the Esnaps project application be no more than 7% or the amount listed on the GIW?	YES	1		
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12 Timely Compliance: (1 point for each yes; up to 2 points)

Circle or enter:

Self-Score (1 each) CoC Score (1 each) Scoring Notes

a) In the most recently completed project year, did the agency draw down funds from HUD at least quarterly?	NO	0		
Indicate date on which project contract was executed:	12/29/2016	1		
b) Does the agency maintain an average of 14 days or less between clients' project start and entry into HMIS?	NO	0		

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

13 Data Completeness: (points described below; up to 2 points)	Circle or enter:	Self-Score (up to 2)	CoC Score (up to 2)	Scoring Notes
Less than 2% missing (null) values in ServicePoint (HMIS or DVIMS) (2 Points) Between 2% and 5% missing (null) values in ServicePoint (HMIS or DVIMS) (1 Point) Higher than 5% missing (null) values in ServicePoint (HMIS or DVIMS) (0 Points)	Less than 2% missing (null) values in ServicePoint (HMIS or DVIMS)	2		

14 Exit Destination Errors: (1 point if yes)	Circle or enter:	Self-Score (0 or 1)	CoC Score (0 or 1)	Scoring Notes
Is the total exit destination error less than 20%?	YES	1		

PROJECT DESIGN (21 points, questions 15-19)

15 Project Type: (10 points)		Self-Score (0 or 10)	CoC Score (0 or 10)	Scoring Notes
Mark one: <input checked="" type="checkbox"/> -Permanent Supportive Housing (10 points) <input checked="" type="checkbox"/> -Rapid Rehousing (10 points) X- Transitional Housing exclusively for DV, youth, or substance abuse (10 points) <input type="checkbox"/> -Transitional Housing NOT exclusively for DV, youth, or substance abuse (no points)		10		

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

16 Prioritization of literally homeless or fleeing domestic violence: Refer to the most recently-completed operating year for which an APR has been submitted. (5 points)

		Self-Score (up to 5)	CoC Score (up to 5)	Scoring Notes
a. Total number of participants served by project: (ALL/Adults)	19/7	2		
b. Number of adult participants or head of households (HoH) served that came from the street, other locations not meant for human habitation, emergency shelters, safe havens, or fleeing domestic violence, including less than 90 days in institutions with literally homeless immediately prior:	6			
c. Percentage of adult participants served or HoH who entered from the sources above (b)/(a). (5 points for 100%; 4 points for at least 95%; 3 points for at least 90%; 2 points for at least 85%; 1 point for at least 80%; no points for lower than 80%)	86%			

17 Housing First: Does the project ensure participants are NOT terminated from the project for the following reasons, as evidenced by a written termination policy attached to the application? (select all that apply) Effective date must be evident. (5 points; MUST attach written termination policy for points)

		Self-Score (up to 5)	CoC Score (up to 5)	Scoring Notes
Failure to participate in supportive services and/or failure to make progress on a service plan: (1 point if yes AND matches attached termination policy)	NO	4		
Loss of income or failure to improve income: (1 point if yes AND matches attached Termination Policy)	YES			
Active substance abuse: (1 point if yes AND matches attached termination policy)	YES			
Any other activity not covered in a lease agreement typically found in the project's geographic area: (1 point if yes AND matches attached termination policy)	YES			
and ensure that: every effort is made to help participants transition to other housing options when continuation in this project is jeopardized or about to expire? (1 point if yes)	YES			

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

18 Supportive Services: Check below for each statement that is true for this project. (1 point if yes to ALL and completing a. - d.; no points for incomplete response)

a. Transportation assistance is provided to clients to attend mainstream	YES
b. At least semi-annual follow-ups are conducted with participants after project exit to ensure verify that mainstream benefits are received and renewed (and for RRH projects, to ensure verify that housing stability is maintained).	YES
c. Project participants have access to SSI/SSDI technical assistance provided	YES

Self-Score (0 or 1)	CoC Score (0 or 1)	Scoring Notes
1		

PERFORMANCE (34 points, questions 19-20)

19 Successful Client Outcomes & Cost Per Exit: Refer to the most recently-completed operating year for which an APR has been submitted. (4 points for accurately completing all items below)

a. Project Type (PSH, RRH, TH)	TH
b. Total CoC Project funds spent not including match:	\$ 36,855
c. Cost per permanent housing exit: (Explain your methodology below.)	\$ 7,371

Self-Score (up to 4)	CoC Score (up to 4)	Scoring Notes
4		
4		

Briefly explain the formula used to arrive at the calculation reflected in 19.c.: We divided the project funds by the number of individuals exiting the program to permanent housing. 36855/5.

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

20 Project Evaluation:

Evaluation Criteria	Benchmark/Standard	Number of Clients	Self-Score (0 or 5)	CoC Score (0 or 5)	Scoring Notes
a1. Number of participants proposed to be served in project 2017 application. (18.a in 2017 renewal application; 15.a in 2017 new project application);	N/A	10			
a2. Number of participants served in 2017 project year as of April 30, 2018.	_58_ % of grant year completed as of April 30, 2018 based on start date of 10/01/2017	10	5		
If the number served is not on pace to achieve the benchmark set in the application, use this space to explain:					

**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

			(0 or 10)	(0 or 10)	Scoring Notes
b1. RRH or TH Only: Percentage of all adult participants who increased <u>total income</u> from entry to exit:	≥25% = 10 Points < 25% = 0 Points	75%	10		
b2. PSH ONLY: Percentage of adults remaining (stayers) who increase <u>total income</u>	≥25% = 10 Points < 25% = 0 Points				

			(0, 5 or 10)	(0, 5 or 10)	Scoring Notes
c1. RRH or TH Only: Percentage of exits to Permanent Housing:	≥80% = 10 Points 70 - 79% = 5 Points <70% 0 Points	45%	0		
c2. PSH Only: Percentage of successful exits/retention:	≥85% = 10 Points 75 - 84% = 5 Points <75% = 0 Points				

			Self-score (up to 5)	CoC Score (up to 5)	Scoring Notes
d1. RRH or TH Only: Percentage of adult participants who met HUD definition of chronically homeless (note: 5 points for youth-focused	≥10% = 5 Points 5 - 9% = 3 Points <5% = 0 Points	29%	5		
d2. PSH Only: Percentage of adult participants who met HUD definition of chronically homeless (note: 5 points for youth-focused projects):	100% = 5 points 96-99% = 4 points 92-95% = 3 points 88-91% = 2 points 85-87% = 1 point <85% = 0 Points				

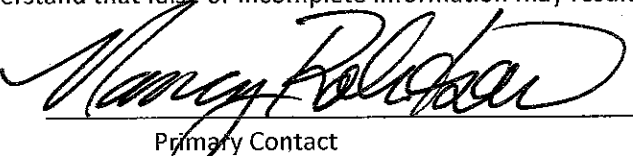
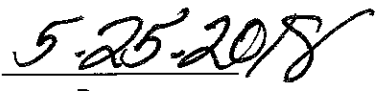
**2018 Iowa Balance of State Continuum of Care
Renewal Project Application DRAFT**

BONUS (1 point)

Award 1 point if all questions have complete responses and all required attachments are included.

Self-Score (0 or 1)	CoC Score (0 or 1)	Scoring Notes
1		

Total (100 max)	Total (100 max)
83	

CERTIFICATION	
I certify that to the best of my knowledge and belief, the responses provided above in this application are true, accurate and complete. I further understand that false or incomplete information may result in this application being ineligible for funding.	
 Primary Contact	 Date

SUBMISSION CHECKLIST
Be sure you have: * completed a response and self-score for each item appropriate to your project * <i>attached a response to Note (page 2) if it applies and negatively impacts scoring of 9.c-e; 13.a.; 20.b1.-eb2. or 20.c1-c2</i> * attached a copy of your project's 2018 CoC Project Renewal/Performance Report * <i>attached documentation in support of points claimed for #5</i> * provided the appropriate signature on the CERTIFICATION box above (You may insert a signature electronically or print the page, sign and send as a scanned attachment.) * submit the application and ALL attachments, including the Performance Report, as a SINGLE PDF DOCUMENT. Items in <i>italics</i> are optional.

2018 CoC Project Renewal/Performance Report generated on: 5/24/18

Provider	Project Type
Crisis Intervention Services - Pathway 2 Independence DV (TH)(195)	Transitional housing (HUD)
Number of NEW project entries	12
Intake: Ave Data Entry Delay (DAYS)	56.33
12b) Does the agency maintain an average of 14 days or less between clients' program start and entry into HMIS?	No

Completeness																			
13) What was your project's data completeness in ServicePoint?																			Less than 2% missing (null) values
Vet	Rela- tion- ship	DOB	Race	Gen- der	Ethn- icity	DI	Insur- ance	Loca- tion	Zip	Resid- ence Prior	LOS	Hmis start date	DV Surv- ivor	Edu	Emp	Any Income	Total Cash Income	Any Non- Cash	
OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK

Exit Destination Errors	% Exits
No exit interview completed (HUD)	0%
Data not collected (HUD)	0%
Other (HUD)	0%
Client doesn't know (HUD)	0%
Client refused (HUD)	0%
14) Total exit destination errors	0%
16a) Total number of participants served (All / Adults).	19 / 7
16b) Number of adult participants or head of households (HoH) served that came from the street, other locations not meant for human habitation, emergency shelters, safe havens, or fleeing domestic violence, including less than 90 days in institution with literally homeless immediately prior.	6
16c) Percentage of adult or head of household participants that entered from the sources above (b)/(a).	86%

Increased income: Adult Leavers (RRH & TH ONLY)

	Prior Year Counts	Current Year Counts	Difference
Number of adults who exited (system leavers)	4	4	0
Number of adults who exited with increased total income	3	3	0
20b1) Percentage of adults who increased total income	75%	75%	

Increased income: Adult Stayers (PSH ONLY)

	Prior Year Counts	Current Year Counts	Difference
Number of adults (system stayers)	0	0	0
Number of adults who increased total income	0	0	0
20b2) Percentage of adults who increased total income	0%	0%	

Permanent Housing Placement/Retention: Metric 7

Metric 7b.1 - Change in exits to permanent housing destinations (TH)

	Prior Year Counts	Current Year Counts	Difference
Persons in TH who exited	11	11	0
Exited to permanent housing destinations	5	11	6
20c1) Percentage successful exits/retention	45%	100%	

Number of adult participants who met the definition of chronically homeless (note: 2 points for youth-focused projects)

2

20d1 & 20d2) Percentage of adult participants who met the definition of chronically homeless:

29%

User Prompt Field	Value(s) Selected
Provider	Crisis Intervention Services - Pathway 2 Independence DV (TH)(195)
Enter Prior Year Start Date	10/1/15
Report_StartDate	10/1/16
Report_EndDate + 1 DAY	10/1/17
EDA Provider	-Default Provider-
Enter effective date (should be the day the report was generated)	10/1/17
Report Version:	v04162018

I WANT TO HELP

BUT I DON'T KNOW HOW!

**JOIN THE CONVERSATION
ON HOMELESSNESS**

WHERE: ISU EXTENSION OFFICE (212 N I ST. | OSKALOOSA)
WHEN: THURSDAY, MARCH 15 | 6:30P - 8:00P

Do you want to help those facing homelessness and extreme poverty in our community? Want to hear more about the services we currently have in Mahaska County? Have ideas on how we can make life better for those in need? Come. Listen. Share.

HEAR FROM REPRESENTATIVES FROM:

Love INC

Section 8 Housing

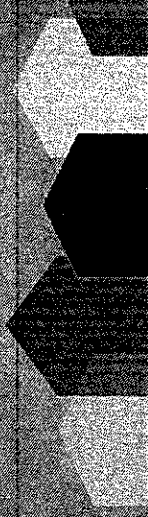
Mahaska County Disability Services

Crisis Intervention Services

MHP Behavioral Health

United Way of Mahaska County

and many more...



SPONSORED BY: MAHASKA COUNTY HOMELESSNESS COALITION

Nancy Robertson

From: Amy Meyer <unitedway@mahaska.org>
Sent: Monday, March 12, 2018 1:56 PM
To: 'Marty Ryan'; 'Heather Gross'; 'Jan LeBahn'; 'Kelli McQueen'; 'Loveinc Mahaska'; Nancy Robertson
Subject: Homelessness Forum

Everybody getting excited for the forum on Thursday?!? It's looking like a lot of people are interested on Facebook. I just wanted to confirm who I have down for the panel so I can make name cards.

Marty Ryan – Oskaloosa Municipal Housing Agency
Heather Gross – Mahaska County Disability Services
Marcy LASTNAME – Mahaska Health Partnership Behavioral Health
Amy Meyer – United Way of Mahaska County
Kelli McQueen – Mahaska County Homelessness Coalition
Debbie Howe – Love INC
Nancy Robertson – Crisis Intervention Services
Melissa Oneil – Central Iowa Shelter & Services

Debbie told the churches, I reached out to sheriff/police departments, told Rotary so hopefully that hit most of the businesses. Please be forwarding the flyer/FB event to anyone you think is interested.

Anything I'm missing?

Amy Meyer
Executive Director
United Way of Mahaska County
500 High Avenue West
Oskaloosa, Iowa 52577
641-673-6043

www.unitedwaymahaska.org



Name	Organization	Email	Phone
Cory/Misty Grade		mistygrade@yahoo.com	641-226-3247
Polly Bustos	First Resources	polly.bustos@icloud.com	641-295-9739
Jamie Anderson	Sieda	janderson@sieda.org	
Tiffany Ebelshriser		tiffany@etceterastudio.com	641-670-1636
Michael Glesener	MidWest One	mjglesener@gmail.com	630-862-6404
Terri Babbit		cdacterri@gmail.com	641-295-1628
Ann Smith	Chamber	asmith@oacd.org	641-660-7852
Marcia Shives			641-891-2352
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* Andrew Jensen	City of Oskaloosa	andrew.jensen@oskaloosaiowa.org	641-673-9431
Samantha Keith	Crisis Intervention	samk@stopdvsa.org	641-673-0336
Blaine Vos			
Heather Groenenboom		sewings4jesus@gmail.com	641-295-6915
Colette Schippers	IVRS	colette.schippers@iowa.gov	641-954-0737
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Mary Beth Hunt			641-660-4961
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Kelli Hugo	IVRS	kelli.hugo@live.com	563-343-0422
James Tower	College Ave Friends	james@cafchurch.org	641-295-5682
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Terri Meland		terri.meland@gmail.com	641-295-2615
Lona Brager	OES	bragerlona@gmail.com	641-660-5427
Patrich Franje	BHS	pfranje@mahaskahealth.org	641-672-3165

TERMINATION POLICIES AND PROCEDURE

- A. CIS has the authority to immediately terminate assistance to a participant who violates program requirements (including policies and individualized guidelines) and thereby endangers staff or other program participants. All participants sign a Participation Contract, which outlines non-compliance guidelines that may lead to termination. Termination of assistance must be approved by the Housing Services Coordinator who will conduct an in-depth review of the individual situation. Reasons for termination will be clearly defined in writing. Referrals for other programs will be given to the survivor. Reasons for termination and referrals will be kept in the survivor's file, and given to the survivor upon request. Participants terminated from the program will not receive a refund of the rent they have paid.
 - a. Clients will not be terminated from the Transitional Housing Program due to the following reasons:
 - i. Loss of income or failure to improve income
 - ii. Active substance abuse
 - iii. Any other activity not covered in a lease agreement that would be typically found in the Oskaloosa area
 - b. Clients terminated from the Transitional Housing Program remain eligible for all other services provide Crisis Intervention Services, including emergency shelter.
- B. The participant will have 72 hours to appeal the decision of the Housing Services Coordinator, verbally or in writing, to the Executive Director.
- C. The review by the Executive Director will include:
 - 1. Written notice of the review containing a clear statement of the reasons for the review.
 - 2. A review of the decision, in which the participant is given the opportunity to present written and/or oral objections.
 - 3. Written notice of the final decision to the participant within three days of the review.
- D. Assistance may be reinstated for a participant whose assistance was previously terminated after one year. The decision for reinstatement will be made by the Executive Director and the Housing Services Coordinator providing the former participant's current situation complies with all project eligibility criteria.

GRIEVANCE POLICY AND PROCEDURE

- A. Participants have the right to free, confidential, non-judgmental, and non-discriminatory services. Participants have the right to review or copy documents from their files at any time. Participants have the right to file a grievance if they are not satisfied with their services or advocate, in accordance with the CIS Grievance Procedure. Participants may file a grievance verbally if unable to provide the grievance in writing in English. A copy of this procedure is given to participants during the intake process and is posted in the outreach office(s).