

**Memorandum of Understanding Between  
The Vermont State Housing Authority and the Vermont Coalition to End Homelessness**

Vermont State Housing Authority (VSHA) and the Vermont Coalition to End Homelessness (VCEH) play critical roles in preventing and ending youth homelessness within the Vermont Balance of State Continuum of Care (VT BoS CoC). Building upon a pre-existing Memorandum of Understanding (MOU) between VSHA and VCEH, this MOU outlines the roles and responsibilities of each entity specific to youth homelessness planning, to ensure a mutual understanding and strong joint partnership. It is entered into by and between:

The Vermont State Housing Authority (VSHA), as the Collaborative Applicant designated by and working on behalf of the VT BoS CoC.

And

The Vermont Coalition to End Homelessness (VCEH), as the primary decision-making body of the Vermont Balance of State Continuum of Care.

**Vermont State Housing Authority agrees to:**

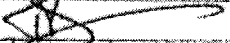

- Continue supporting the CoC with the provision of in-kind donations towards critical planning and implementation activities to prevent and end youth homelessness.
- Act in the role of Collaborative Applicant on behalf of the VT BoS CoC with primary responsibility to coordinate, complete and submit the HUD Youth Homelessness Demonstration Project (YHDP) application.
- Continue supporting the VT BoS CoC in conducting a Point In Time Count of the Homeless and Housing Inventory Chart of Homeless Beds that is youth-appropriate and youth-inclusive, in consultation with the VCEH Youth Homelessness Prevention Plan Committee (YHPPC), the Vermont Agency of Human Services Office of Economic Opportunity (Emergency Solutions Grant recipient), and the Institute for Community Alliances (HMIS Lead Agency).
- Work with the YHPPC and YHDP Leadership Team to identify training and technical assistance needs in their planning and implementation of a coordinated community plan to prevent and end youth homelessness; use planning grant funds, as appropriate, to contract with training and technical assistance providers.
- If awarded YHDP funds, maintain administration of applicable HUD-VSHA CoC grants including: grants management; technical assistance and trainings; financial accounting and draw down of HUD funds; coordination and submission of Annual Performance Reports to HUD; and other measures to ensure project and overall compliance with regulations.
- Collaborate with the Vermont Coalition of Runaway & Homeless Youth Programs (VCRHYP) to oversee a dedicated YHDP support specialist position.

**Vermont Coalition to End Homelessness agrees to:**

- Primarily through the work of VCEH's Youth Action Board (YAB) and Youth Homelessness Prevention Plan Committee (YHPPC), create a coordinated community plan to prevent and end youth homelessness within the VT BoS CoC's geographic area that meets the needs of youth experiencing or at risk of homelessness.
- Ensure that the unique needs of youth are understood and integrated into CoC and CoC-Youth (YHDP) projects, CoC planning and CoC coordinated entry/HMIS including: trauma-informed care, pregnant & parenting youth, LBGTQ youth, positive youth development practices, and USICH framework to end youth homelessness.
- Establish priorities for funding youth-appropriate homelessness services, prevention, emergency shelter units, and housing units in the geographic area.
- Through qualitative and quantitative data collection and analysis, conduct annual youth homelessness needs assessment of the homeless services and housing available within the CoC that are appropriate for youth.
- Consult with youth providers and youth accessing services to establish performance targets appropriate for population and program type, monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor outcomes.
- Operate a Coordinated Entry System (CES) within the geographic area that provides an initial comprehensive assessment of the needs of individuals and families for housing and services; the CES must incorporate youth service providers and allow for youth to access CES at mainstream and youth access points.
- Plan and conduct, at least biennially, a Point in Time Count of homeless persons with the geographic area that is youth-appropriate and youth-inclusive. Publish and publicly promote the results of the Point in Time Count within three months of the count date.
- Continue to work with the HMIS Lead Agency and providers using HMIS to: improve the quality of youth HMIS data, better understand what youth HMIS data tells us about youth homelessness in the CoC; establish and track performance measures.
- Participate in the development of performance standards for Emergency Solutions Grants (ESG) projects and evaluate overall ESG program outcomes, specifically as they relate to youth projects. Consult with the Vermont Office of Economic Opportunity, Emergency Solutions grantee, on: the plan for allocating ESG program funds; ESG performance standards; and overall outcomes of ESG-funded activities.

CoC Homelessness Program Agreement

This MOU will begin April 9, 2018 and continue until such time as one or both parties choose to terminate it, and may be amended at any time with the mutual consent of both parties.

For the Vermont Coalition to End Homelessness	For the Vermont State Housing Authority
Name: <i>Josh Davis</i>	Name: <i>Kathleen R. Berk</i>
Title: <i>Co-Chair</i>	Title: <i>Director of Programs</i>
Signature: 	Signature: 
Name: <i>Peter Kelleverman</i>	4.10.18
Title: <i>co-chair</i>	
Signature: 