



**FY2021 Continuum of Care
New Project Application**

Agencies that apply for funds through the CoC Funding Process must complete an application for each program in E-snaps. In addition, agencies must complete this New Project Application for each program.

This form is due on **October 4, 2021 at Noon** by e-mail to hsc@cityofmadison.com. **Late or incomplete applications will not be considered. Please do not wait until the deadline to submit the application. No grace period will be granted.** If you have questions, please contact Torrie Kopp Mueller, tkoppmueller@cityofmadison.com or call 608-266-6254.

Agencies with more than one CoC project must submit a separate form for EACH project.

Agency Name	Institute for Community Alliances
Project Name	HMIS Expansion

Project Contact Name	Adam Smith
Phone Number	608.807.5203
E-Mail	Adam.smith@icalliances.org

Funding Request	\$51,380
Proposed # of Units	N/A
Proposed # of Beds	N/A
DV Bonus Project – Yes or No?	No

Please answer the following questions:

Project applications will be reviewed based upon adherence to the HUD CoC Program Interim Rule, FY21 CoC NOFA, and FY21 CoC NOFA Policy Priorities, as well as results of the Project Performance Scorecard.

1. Please describe how your project takes proactive steps to minimize or overcome barriers to housing retention.
2. Describe your agency’s overall quality improvement efforts. Please include how you solicit and incorporate feedback from program participants.

The Institute for Community Alliances (ICA) uses a strategy of continuous quality improvement to make sure that we are consistently maintaining and improving the Wisconsin HMIS implementation. We monitor end user participation in training to make sure that we are offering users valuable and informative training. We solicit feedback through user surveys and from our user Advisory Board on how the system is working and what system improvements are needed. We send out an email newsletter bi-weekly. Each newsletter has information about system changes and asks for users to send comments and suggestions for the system to our user HelpDesk email. ICA staff participate on each of the four Wisconsin CoC Boards of Directors to work with and gain feedback from the CoC leadership.

3. CoC-funded projects are required to comply with the Dane County Written Standards. Describe how the agency plans on ensuring compliance with the Written Standards including plans for internal review and monitoring of project policies and practices.
4. All projects, including non-housing projects, must operate with the Housing First approach as described in the CoC Written Standards general requirements. Describe how the Housing First approach will be applied to the proposed project. Include aspects of project policies and staff training that can support the Housing First approach such as trauma-informed care and harm reduction.
5. Describe key partnerships your agency has established that will help with implementation of this project.

As the HMIS Lead, ICA works with homeless service providers, local and state funders, and other interested community partners to administer the Wisconsin HMIS. Service provider participation in HMIS is required by state and federal funders, and local funders including the City of Madison, Dane County, and the United Way of Dane County. We work directly with service providers to make sure they are collecting participant data that is required by their funder and to ensure they are collecting any additional information needed for the agency to evaluate their own program outcomes.

A primary goal of HMIS is using the data to inform decisions about how to best serve those experiencing homelessness. ICA partners with many different organizations to share HMIS data and help inform decision making. At the state level, ICA works with the Wisconsin Interagency Council on Homelessness, and directly with multiple State of Wisconsin departments including, Health Services, Veterans Affairs, Administration, and Children and Families. ICA also partners with the Institute for Research on Poverty at the University of Wisconsin – Madison to contribute data to their Administrative Core Database. Locally, ICA works with the City of Madison, Dane County, and Public Health Madison & Dane County to provide information on service gaps and needs. ICA supports the work of the Homeless Services Consortium by providing data for HSC committees and work groups.

6. What percentage of staff members identify as Black, Indigenous or a Person of Color? (Info only, to be scored in FY22)

Of the 15 ICA Wisconsin employees, 33% (5) identify as BIPOC.

7. How does this program work against systematic racism and other structures of oppression? (Info only, to be scored in FY22)

ICA provides HMIS data for analysis of racial disparities among those experiencing homelessness and analysis of disparities within the homeless service delivery system. ICA has built specific reports within the Wisconsin HMIS for this analysis. ICA staff have presented our analysis to the HSC Board of Directors, HSC Core Committee, and the City of Madison.

8. How will this program and its practices be culturally responsive to the population(s) who participate? (Info only, to be scored in FY22)

The program participants for the HMIS implementation are the homeless service providers who enter data into the system. ICA provides user training and direct support for system users. ICA recognizes that not all users learn things in the same way, and we have developed various methods for user training to support the different needs of the adult learners using the system. We hold live webinar trainings and make recorded webinar trainings available so that users can watch training when it is most convenient for them. ICA has written user guides with system screenshots available on our searchable website. ICA staff will provide one-on-one user training or work with a small group at an individual agency as needed.

9. How did you hear about the CoC funding opportunity? (INFO ONLY)

This application is for an expansion of ICA's current CoC Program HMIS project. ICA has been a HSC participant for 7 years and hear about the opportunity in HSC meetings and HSC emails.