**TX-503 Austin/Travis County Continuum of Care (CoC)**

**Coordinated Entry**

Memorandum of Understanding

Between

Ending Community Homelessness Coalition, Inc

And

Enter Name of Participating Agency

The following Memorandum of Understanding (MOU) sets forth the terms of agreement between the Ending Community Homelessness Coalition, Inc (ECHO) and **[Participating Agency]** regarding the Austin/Travis County CoC Coordinated Entry system (CE).

### **Purpose of MoU**

The Ending Community Homelessness Coalition (ECHO) serves as the HUD Continuum of Care Program lead agency for the Austin/Travis County CoC (TX-503) as selected by the ECHO Leadership Council (Austin/Travis County CoC Governing Board).

The purpose of this MOU is to outline of the responsibilities and expectations of all participating entities within the Austin/Travis County Coordinated Entry system.

### **Background**

HUD requires each Continuum of Care (CoC) to establish and operate a Coordinated Entry system with the primary goals of:

* Increasing the efficiency of the local homelessness crisis response systems, and
* Improving fairness and ease of access to resources, including mainstream resources, for all persons experiencing homelessness.

The local CoC governing body, Leadership Council, approved and adopted the Coordinated Entry written standards on January 8, 2018, as referenced in this MOU. Further development of these written standards will continue through this body in accordance with the written standards as currently adopted. All parties shall agree to follow the most current written standards approved by the Leadership Council.

As per the HUD Interim Rule, all current and future projects funded by the HUD Continuum of Care Program and/or the HUD Emergency Solutions Grant Program are required to comply with the established CoC Coordinated Entry written standards. This requirement extends to all CoC and ESG funded programs and projects within the CoC’s geographic area.

HUD also strongly encourages participation of other non-HUD funded homelessness assistance programs within the CoC’s geographic area, even if those programs are not required to participate by funding sources. While not able to participate in HMIS, victim service providers are allowed and encouraged to participate in the CoC Coordinated Entry system, within all requirements and restrictions established by the Violence Against Women Act.

The overarching goal is for all individuals and families presenting to any housing crisis system to have full and complete access to all available resources.

### **Terms of MOU**

Current HUD Regulatory Citations Related to Coordinated Entry:

* *HUD Coordinated Entry Notice CPD-17-01*
* *HUD Prioritization Notice CPD-16-11*
* *CoC Program Interim Rule: 24 CFR 578.7(a)(8)*
* *ESG Interim Rule: 24 CFR 576.400(d)*
* *HUD Equal Access Rule: 24 CFR 5.105(a)(2) and 5.106(b)*

The terms of this MOU are in effect upon execution by both parties. This MOU and referenced CoC written standards shall be reviewed and revised as needed to further implementation of strategic and long-term goals of the project, in accordance with the approved CoC Coordinated Entry written standards.

This MOU can be expanded, modified, or amended, as needed by agreement by both parties. This MOU shall be in effect until the end of this project unless terminated in writing more than 30 days prior to the project end date.

This MOU does not override or supersede any separate HUD or other funder-imposed program requirements, and withdrawing from this MOU does not exempt a program from any separately adopted or imposed legal requirements.

1. **Participating Agency & Project Information**

Participating Agency Name: Click or tap here to enter text.

Participating Project Name(s): Click or tap here to enter text.

Project-Type\*: Choose an item. Contact Person: Click or tap here to enter text.

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Project-Type\*: Choose an item. Contact Person: Click or tap here to enter text.

\*Per CoC written standards and definitions.

### **Responsibilities of Parties Under Agreement**

**Participating Project will:**

* Adopt and adhere to all applicable Coordinated Entry written standards, as developed and approved by the CoC Leadership Council
* Assign all available participating project beds, units, and/or services solely through the Coordinated Entry referral system
* Uphold all universally applicable CoC written standards (including, but not limited to, Client Confidentiality, Equal Opportunity, and Non-Discrimination policies)
* Uphold all project-type-specific written standards, as adopted by the CoC (including, but not limited to, Permanent Supportive Housing, Rapid Rehousing, Transitional Housing, Housing Navigation, Street Outreach, and Landlord Outreach)
* Contribute to the ongoing development of all project-applicable CoC written standards

#### **ECHO will:**

* Administer and provide oversight to the Coordinated Entry system for Austin/Travis County
* Develop new relationships with community partners and housing providers to leverage access to low barrier permanent housing opportunities for participating projects
* Identify, develop, and expand new subsidized and affordable housing resources that can be dedicated to participating projects, including vouchers for subsidized housing
* Coordinate, integrate, and leverage other mainstream community resources to maximize impact of services for individuals who are experiencing homelessness.
* Convene regular opportunities for ongoing planning and stakeholder consultation between representatives of participating projects
* Convene regular opportunities for case conferencing and client-level advocacy to resolve housing placement issues or concerns
* Securely maintain the Homeless Management Information System (HMIS), in accordance with CoC HMIS policies and procedures.
* Conduct continuous quality improvement activities and analysis, including regular reports on the progress towards ending homelessness
* Serve as lead agency for the Austin/Travis County HUD Continuum of Care

1. **Signatures of Parties Responsible for this MOU**

Signature of Agency Representative: Date

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Title: Click or tap here to enter text.

Ending Community Homelessness Coalition: Date

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Matthew Mollica, Executive Director, Ending Community Homelessness Coalition (ECHO)