



MICHIGAN BALANCE OF STATE CONTINUUM OF CARE HOUSING PRIORITIZATION POLICY

Prioritization

The BOS Coordinated Entry System follows a prioritization policy for all ESG and CoC Program funded Permanent Housing projects, and other permanent housing resources using the CES. Not included in prioritization are processes/projects to include: entry to emergency shelter and immediate crisis response. The BOS Coordinated Entry System does not use data collected for the assessment process to discriminate against households for housing and services on a protected basis, such as race, color, religion, national origin, sex, age, familial status, disability, actual or perceived sexual orientation, gender identity or marital status.

By Name List/Prioritization meetings occur every two weeks, or as needed. In addition to referring households into housing projects, the committee makes procedural decisions and conducts case consultations during face-to-face meetings. To ensure housing project referrals are not delayed between the meetings, group members continue referrals between meetings as openings become available via the process.

However, if a household that has been served in housing programs funded by HUD CoC or ESG funding needs rehousing due to domestic violence, as per the protections and eligibility requirements in VAWA, this household shall become the first priority for housing. Whenever possible (considering safety and availability), the household should be rehoused within the same program and/or agency with which they are currently housed through. If this is not possible, the HARA should connect the household to the program and agency with the next available housing resource for which they are eligible. This process should be done without the full By Name List/Prioritization process to maintain privacy and have as few entities involved as possible.

A standardized ROI is utilized by all providers to input data and VI-SPDAT information into HMIS. This ROI is based on a Michigan statewide adopted, HIPPA-compliant ROI.

All assessments and VI-SPDAT information for HMIS agencies must be recorded in HMIS within 24 hours of when the information was first collected. The designated staff updates the By Name List prior to meetings. The lists are used during the meetings to facilitate prioritization and housing program referrals and housing location.

HUD regulations only allow RRH and PSH programs to serve:

- people who are literally homeless (Category 1)
- people who are homeless because they are fleeing domestic violence (Category 4).

The Balance of State has a standardized Prioritization Policy (see Appendix A) in which priority is given first according to chronicity, then to youth, families, and single adults, and finally based on Veteran status, assessment score, length of time homeless, sheltered status, and length of time on the list.

In addition, HUD mandates that communities prioritize literally homeless households who are chronically homeless (CH) for housing and services. To this end, the prioritization groups first prioritize literally homeless households. This prioritization follows HUD's Order of Priority in CPD-14-012 which states:

First Priority: *Chronically Homeless Individuals and Families with the Longest History of Homelessness and with the Most Severe Service Needs.*

A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

- i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; and
- ii. The CoC or CoC Program recipient has identified the chronically homeless individual or head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs.

Second Priority: *Chronically Homeless Individuals and Families with the Longest History of Homelessness.*

A chronically homeless individual or head of household, as defined in 24 CFR 578.3, for which both of the following are true:

- i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; and,

- ii. The CoC or CoC program recipient has not identified the chronically homeless individual or the head of household, who meets all of the criteria of the definition for chronically homeless, or the family as having severe service needs.

Third Priority: Chronically Homeless Individuals and Families with the Most Severe Service Needs.

A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

- i. The chronically homeless individual or head of household of a family has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter on at least four separate occasions in the last 3 years, where the total length of those separate occasions equals less than one year; and
- ii. The CoC or CoC program recipient has identified the chronically homeless individual or the head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, of the family as having severe service needs.

Fourth Priority: All Other Chronically Homeless Individuals and Families.

A chronically homeless individual or head of household as defined in 24 CFR 578.3 for whom both of the following are true:

- i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least four separate occasions in the last 3 years, where the cumulative total length the four occasions is less than 12 months; and
- ii. The CoC or CoC program recipient has not identified the chronically homeless individual or the head of household, who meets all of the criteria of the definition for chronically homeless, or the family as having severe service needs.

Data Management

The data systems management is provided to the BOS through the Michigan Coalition Against Homelessness (MCAH) who oversees HMIS for the state of Michigan. The BOS upholds a memorandum of understanding with MCAH for all data management requirements and standards and follows the state level HMIS Policies and Procedures published at www.mihomeless.org

**APPENDIX A:
MIBOSCOC PRIORITIZATION POLICY**

Prioritization	Subpopulation	Secondary Prioritization
1	Chronic Youth (18-24 y/o)	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment (older and still active)
2	Chronic Families	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment
3	Chronic Singles	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment
4	Non-Chronic Youth (18-24 y/o)	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment
5	Non-Chronic Families	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment
6	Non-Chronic Singles	<ol style="list-style-type: none"> 1. Veteran 2. Assessment Score 3. Length of Time Homeless 4. Unsheltered>Sheltered 5. Date of Assessment