



MEETING OF THE GEORGE WASHINGTON REGIONAL COMMISSION

February 26, 2018, 6:00 p.m.

The Robert C. Gibbons Conference Room
406 Princess Anne Street, Fredericksburg, Virginia

AGENDA

- 6:00 p.m.**
1. **Call GWRC Meeting to Order** –Chairman Matthew Kelly
 2. **Pledge of Allegiance**
 3. **Determination of Quorum** – Executive Director Tim Ware
 4. **Approval of GWRC Agenda (ACTION ITEM)**
 5. **Approval of Minutes of GWRC Meeting of January 22, 2018 (ACTION ITEM)**
 6. **Public Involvement**
Comments and questions from members of the public are welcome at this time.
 7. **Draft Financial Report**
 8. **Executive Director’s Report**
 9. **Old Business**
 - a.) Executive Director Search – Chairman Matthew Kelly
 - b.) GWRC Resolution No. 18-11, Issuing Support for Community Initiative to Address Unsheltered Homelessness in Planning District 16 – Ms. Kate Gibson **(ACTION ITEM)**
 - c.) Other Old Business *(if any)*
 10. **New Business**
 - a.) GO Virginia – Ms. Kate Gibson and Ms. Liz Povar, The RiverLink Group
 - b.) Other New Business *(if any)*
- 6:50 p.m.**
11. **Adjourn GWRC Meeting**
Next GWRC meeting: March 19, 2018



5.) Approval of Minutes of GWRC Meeting of January 22, 2018

**MINUTES OF THE MEETING OF THE
GEORGE WASHINGTON REGIONAL COMMISSION**

January 22, 2018
The Robert C. Gibbons Conference Room
406 Princess Anne Street, Fredericksburg Virginia

MEMBERS PRESENT AND VOTING:Chair – Matt Kelly, Fredericksburg; Tim Baroody & Billy Withers, **City of Fredericksburg**; **Caroline County:** Jeff Black & Nancy Long; **King George County:** Ruby Brabo & John Jenkins; and **Stafford County:** Meg Boehmke, Mark Dudenhefer & Cindy Shelton

MEMBERS ABSENT: Greg Benton & Chris Yakoboski (Paul Trampe)

OTHERS IN ATTENDANCE: Phil Brown, Donna Krauss & Jane Yaun, Rappahannock Health Community Advisory Council; Robert Courtnage & Anne Little, Solid Waste; Rupert Farley, CTAG; Scott Shenk, Free Lance Star; Randy Comer, Thrasher Group; Elaine Diepenbrock, Stafford County Citizen

STAFF: Tim Ware, GWRC Executive Director; Paul Agnello & Marti Donley; FAMPO; Kate Gibson & Sam Shoukas, CoC; and Diana Utz, Leigh Anderson & JoAnna Roberson, GWRC

CALL TO ORDER: Mr. Kelly called the meeting to order at 6:04 p.m. with a quorum present; which was followed by the Pledge of Allegiance.

APPROVAL OF GWRC MEETING AGENDA: Upon motion made by Ms. Brabo and seconded by Mr. Withers, with all concurring, the agenda for the January 22nd meeting was accepted as presented.

APPROVAL OF GWRC MEETING MINUTES (November 20, 2017) - (Action Item)

Upon motion by Ms. Brabo and seconded by Mr. Withers, with Mr. Dudenhefer abstaining, and all others in concurrence, the minutes from the November 20th meeting were approved as submitted.

PUBLIC INVOLVEMENT - None

DRAFT FINANCIAL REPORT

Mr. Ware advised that the Financial Report is included in tonight's agenda packet. Mr. Ware advised that the Commission's total assets through January 22nd are \$748,113.39 with total liabilities of \$288,582.56. Mr. Ware relayed agency balance for revenues and expenditures are \$285,377.17.

Upon motion by Mr. Withers and seconded by Ms. Brabo, with all concurring, the draft financial report for January 22nd was accepted as submitted.

EXECUTIVE DIRECTOR'S REPORT

Mr. Ware advised that Ms. Kate Gibson has already spoken to, and or has meetings scheduled, to speak to City Council and the Board of Supervisors on the Fredericksburg Continuum of Care (CoC) within the region. Mr. Ware advised the CoC unsheltered homelessness plan is now available for review on the Unsheltered Homelessness Plan's website. Mr. Ware relayed the plan published is the same plan that was presented to the Commission several months ago.

Mr. Kelly stated that he realizes that some localities have either already supported a regional homeless plan and/or have their own in place; however, he feels that a regional program still needs to be implemented. Mr. Kelly stated that maybe the region could start small and sponsor a pilot program.

Ms. Brabo relayed that King George Board of Supervisors has endorsed a resolution in opposition of a regional homeless program. Ms. Brabo stated meetings have been held with King George County's Director of Social Services and he felt needs were being met within the county and that investing in a regional program would not be financially productive. Ms. Brabo stated that representatives from the homeless shelter were asked to meet with the director in King George but to her knowledge, to date, this has not occurred. Mr. Kelly asked Ms. Gibson if she would ensure that the coordination between the two entities occurs and follow-up to the commission at the February meeting.

Mr. Kelly also relayed that this Thursday is the annual point in time count and he is chair of one of the homeless housing count teams this year and if anyone is interested in volunteering to please let him know.

Mr. Ware stated that in regard to the "Go Virginia" program, work is moving forward on a grant application that will allow for flex space for Westmoreland & Montross areas for additional building capacity.

Mr. Ware stated that the Pamunky broadband program is also moving forward. Mr. Ware stated the business plans for both are complete; however, no infrastructure monies have been allocated. Mr. Ware stated that both "Go Virginia" programs are applying for a \$50,000 grant each.

Mr. Ware advised that Resolution No. 18-11 is included in tonight's agenda packet for committee endorsement. Mr. Ware stated the commission's accountant is also retiring in June the same time that he will be leaving. Mr. Ware stated we need to be proactive and issue the Procurement Policy now in order to get a new auditor hired in order to begin the audit process for FY2018. Mr. Ware stated the current auditor wants to have several months to finalize records, meet with the new auditor, etc.

Upon motion by Ms. Brabo and seconded by Mr. Withers, with all concurring, Resolution No. 18-11 was adopted by the George Washington Regional Commission at the January 22nd meeting.

Lastly, Mr. Ware relayed that as there new members on both the GWRC board and the FAMPO Policy Board, that he and Mr. Agnello are going to provide a combined orientation meeting to allow new members to become more familiar with the entities. Mr. Ware stated the orientation session will be held at the GWRC office on Wednesday February 21st at 6:00 p.m.

Mr. Withers asked that as new members are at the table if everyone would go around the table and introduce themselves.

OLD BUSINESS

a.) Legislative Committee Appointments – Mr. Tim Ware

Mr. Ware advised that during the summer/fall of 2017 GWRC produced a set of regional priorities. This process entailed meeting with state legislative candidates to ask for support on the region's priorities. During November, 2017, Chairperson Mr. Kelly recommended appointing a Legislative Committee at the regional level. Mr. Ware stated that volunteers are being solicited at tonight's meeting.

The Legislative Committee members for FY2018 are as follows:

City of Fredericksburg – Mr. Matt Kelly
County of Caroline – Mr. Jeff Black
County of King George – Mr. John Jenkins
County of Spotsylvania – Mr. Chris Yakoboski (not confirmed to date)
County of Stafford – Ms. Meg Bohmke

Mr. Kelly stated the Legislative Committee will meet next month and request that Mr. Eldon James attend the meeting. Mr. Kelly stated the committee will meet approximately 2-3 times before year end. Mr. Kelly asked that commission members bring any recommendations to the Board in regard to legislative items they wish to see pursued, items they would like updates on, etc. to the February meeting.

Mr. Kelly stated he felt the Legislative Committee needs to be more specific with regional requests and be more proactive than before. Mr. Kelly stated that regular follow-up, either personally at a meeting and/or through correspondence to Mr. Ware (that would then be forwarded to all commission members) is needed. Mr. Kelly stated the region needs to be kept apprised of what bills are being proposed; the status of bills proposed; regional interests that would require legislative backing, etc.

NEW BUSINESS

a.) Solid Waste Forum – Mr. Robert Courtnage & Ms. Anne Little

Mr. Kelly advised that per his request that this item was added to tonight's agenda for discussion by the commission members. Mr. Kelly stated that he realizes that each locality has a current program in place; however, waste management is going to become a regional problem.

Mr. Kelly stated the City of Fredericksburg & Stafford County share resources; Spotsylvania County currently has its own system in place. Mr. Kelly relayed the program in King George County is effective and currently meets the needs but realistically how much further upward in growth can King George continue to go before it too becomes an issue in this locality as well. Caroline County advised that they currently have a private contracting company who handles this issue for them.

Mr. Kelly relayed that the City & Stafford recently opened a new cell which is already almost at capacity. Mr. Kelly stated that he feels the committee needs to be addressing the long-term needs and research new/different alternatives.

Mr. Kelly asked that GWRC host regular meetings with Clear and provide the committee with a list of options; the cost associated with each option; additional alternatives etc. and present this information to the committee for consideration. Mr. Kelly stated that with growth rates and population expecting to double in the region by 2045, we need to begin the process now.

Ms. Anne Little with CLEAR (climate, environment & readiness) for GWRC and Mr. Robert Courtnage with Fredericksburg Clean & Green commission are in attendance at tonight's meeting to provide updates to the committee.

Ms. Little stated there was a CLEAR Waste forum held on October 11th and its purpose was to establish goals, achievements, developing composting programs, and learning new ways to expand waste diversion from the existing landfills.

Ms. Little stated CLEAR's mission and goals are to build an environment and economic resilient and sustainable quality of life for the community to adapt and continue to thrive despite the on-going changes in environmental, social & economic conditions.

Ms. Little stated CLEAR is funded from business partners and grants and its goals are to educate the public about natural, climate-related, and man-made challenges that affect every community. Ms. Little stated CLEAR wants to educate the community; discuss planning; & create/coordinate plans for floods or severe weather emergencies. Ms. Little stated CLEAR wants to sustain the region's resources and its open spaces and wants to provide tools to help the region engage in a strategic plan development.

Mr. Courtnage with Fredericksburg Clean & Green commission stated subcommittees are in place to do the following 3 items: clean, green, & sustain. Mr. Courtnage stated the clean component deals with litter reduction and has implemented litter reduction sites throughout the city. Some of the focal improvements include the annual "butts are litter too" campaign; the street and river clean-

up dates; & the doggy waste station sites now in place in the City. Mr. Courtnage stated that just last year there were 72,000 doggy waste station bags utilized by the region's citizens.

Mr. Courtnage stated the green component includes live tree planting and to date, nearly 6,000 new trees have been planted in the City since 2008. The sustainability component deals with solar energy usage, energy efficiency programs, recycling & composting. Mr. Courtnage stated city residents who have implemented some of these alternatives could receive reduced property taxes; as well as programs available for becoming more sustainable being offered to the residents with low-income status.

Mr. Courtnage stated the October 11th forum resulted in over 50 stakeholders participating to discuss regional collaborations for long-term solutions to solid waste management. Technology beyond landfills was addressed. The need for public education to alternatives was discussed. Mr. Courtnage relayed break-out sessions on environment/economic benefits for recycling; evaluating the success of new technologies; how to get the schools/restaurants involved on better food waste technology alternatives; & composting opportunities available in the region.

Mr. Courtnage relayed that composting is a natural biological process that breaks down organic matter into simpler materials. Composting also diverts waste by having fewer landfills needed and ultimately saves money over time. Mr. Courtnage stated composting produces a beneficial product that enriches the soil, helps to retain the soil's moisture, suppresses plant disease, and reduces the need for chemical fertilizers.

Mr. Courtnage stated that regionally there are two composting sites in place. One is at the Stafford Regional Landfill site and the other is at the Livingston Compost facility in Spotsylvania County. Mr. Courtnage stated that composting operations state-wide have been researched and involve programs that include some/all of the following: drop-off programs; curbside programs; roll cart programs; etc.

Mr. Courtnage stated the goal regionally is to keep materials out of landfills & to reduce the amount of waste products flowing into a landfill to prolong cell life. Mr. Courtnage stated the goal for the region is to be at a 50% recycling rate (currently we are at a 30-40% recycling rate).

Mr. Courtnage stated that moving forward GWRC and local jurisdictional support will be strived for and there will be another community forum scheduled in mid-2018 to discuss options beyond landfilling and to expand on the curbside collection programs in use in other areas of Virginia. Mr. Courtnage asked that localities consider placing this item on an upcoming BOS/City Council agenda so more education and information can be provided to citizens.

b.) Rappahannock Health Community Advisory Council Update – Mr. Phil Brown, Ms. Donna Krauss & Ms. Jane Yaun

An open presentation was given to GWRC several months ago and this is an update on to what is ongoing. There are 4 considerations in improving health and well-being for everyone that includes: socioeconomic factors, physical environment, health behaviors & clinical care. Mr. Brown stated that even though a lot of work needs to continue; that to date, a lot of good work is being done which provides overall benefits to the community. Mr. Brown stated that GWRC is a member of the Rappahannock Healthy Community Advisory Council and the advisory council's roles are as follows:

to identify the priority health & social needs for the region
by comparing existing community assessments

to solicit input from stakeholders on the key health & social
concerns for focused improvement efforts

to work in partnerships with other community groups to
develop goals, strategies & tactics in addressing a focused
community improvement effort

to serve as an advocate to the region for people affected
by health & social concerns

to serve as a communication liaison by increasing
awareness of the health/social issues the region faces

to provide support & insight to groups working on
community initiatives

to promote partnerships/collaboration that will improve
the health & social concerns in the region

to support the financial sustainability of community
improvement efforts for the region

Mr. Brown stated a “Live well” case study comparison that was completed in San Diego in 2010 showed 3 goals & these are to build better health choices; live safely; & thrive. In order to be successful, all three resources need to be connected together. This region is not at this level of attainment yet but is continuing to improve in its efforts to attain these goals.

Ms. Krauss advised that efforts to date include having established work groups in place that deal with prevention, harm reduction & treatment. Ms. Krauss stated the accomplishments to date within the region include the following:

Establishment of 4 permanent medication collection bins

Providing Narcan to school resource officers

Having local sheriff's departments being trained in REVIVE
(Caroline County Sheriff's Department just completed the course)

Hosted 5 town halls public education forums and more than 500 people from Spotsylvania attended & more than 3,000 viewed the presentation on-line

Approximately 200 community members have been trained through REVIVE

Mary Washington Healthcare hosted departmental training on substance abuse & prescribing practices and are now reviewing their entire pain management protocols

Spotsylvania County school nurses received presentation from Sheriff's department on opioids

King George High School provided training for teachers on opioid usage

Educational training has been developed to educate key groups on opiates and its addiction

Ms. Krauss stated that the journey is ongoing and will take a long time to fully complete and implement; however, efforts to date from the work groups that are in place are as follows:

Prevention Initiatives (social norms campaign & photoshoot)

Provider (physician to physician campaigns & pain management policy/procedures review)

Education (school surveys distributed, school board outreach,

Dea's operation prevention & regional resource guide developed

that lists contacts of all regional providers where help can be obtained)

Ms. Yaun with the Rappahannock Area Community Services Board stated that efforts to date include Impact – Prevention/Harm reduction seminars being conducted throughout the region. Currently, 14 REVIVE training sessions have been held since July 2017. REVIVE are sessions that educates participants about the opioid crisis and instructs individuals on how to administer Narcan. To date, 155 individuals have been trained in Narcan usage and early intervention services for exposed infants have been provided. Ms. Yaun stated 54 lives have been touched and remain in treatment for medication assistance treatments since September, 2017. Ms. Yaun stated the funding is currently provided through federal grants which will expire in April and RACSB is hopeful the grant will be renewed so the progress can continue. Treatment involves generational components and is multi-faceted but currently 55 have asked for treatment and 25 have stayed with the treatment program.

Mr. Brown stated the advisory council has met three times to date. The first meeting was to launch the advisory council whereby the council agreed on its purpose, structure and bylaws. The second meeting provided counseling to the work groups, adopted the bylaws, reviewed the progress of the opioid work groups & discussed the issue of babies being exposed. The third meeting provided feedback on the suicide prevention summit, reviewed the progress of the opioid work groups & discussed VDH health needs and assessment.

Mr. Brown advised that the suicide prevention professional workshop was held and involved 40 people in order to implement. There have been 100 people who have attended a town hall meeting on suicide prevention to date.

In 2018, the RHCAC focus is to determine how to promote the Council and the work it completes to the community. This will be done by looking for ways for the Council to increase public awareness, provide assistance in removing barriers, & help secure resources for community health improvement endeavors.

The Council will be identifying strategies that will have specific impacts to community concerns. Outreach will be made to councils, schools & public safety officials. A Social media campaign will be developed that will be taken into the schools and other prevention groups. Each jurisdiction will be providing help so the determination of key health and well-being indicators can be utilized and measured over time.

c.) Appointment of Rappahannock Health Community Advisory Council – Mr. Tim Ware

Mr. Ware advised that currently a new appointment needs to be made from the Commission for a committee member to serve on the Rappahannock Health Community Advisory Council. The meetings are held either monthly/quarterly and the first meeting will be Wednesday, January 24th from 4:00 – 5:30 p.m.

Ms. Bohmke expressed interest in serving in this capacity. There was unanimous consent from the commission members to appoint Ms. Bohmke to serve accordingly.

Ms. Bohmke asked if an alternate representative should also be appointed. At this time, no alternate recommendations were given and if an alternate is needed Ms. Bohmke will contact commission members to have someone preside if needed.

d.) Approval of GWRC Resolution No. 18-08, Authorizing Execution of Agreement with the Virginia Department of Rail & Public Transportation –Ms. Diana Utz

Ms. Diana Utz with GWRideConnect advised that Resolution No. 18-08 is asking for endorsement of an 80/20 match grant from DRPT for the purpose of funding the region's ridesharing program. Ms. Utz advised the grant includes a 3% increase in local funding from the Commission. Ms. Utz stated the grant includes eleven work components. Ms. Utz stated the ride share program includes vanpool services for the van-start program, the Advantage self-insurance pool, vanpool express match, vanpool alliance and vanpool connections webpage. Ms. Utz relayed there are currently 350 existing vanpools registered in the GWRideconnect's data base that transports 4,200 commuters on a daily basis. Ms. Utz advised that more than 85,000 citizens received rideshare assistance in FY2017.

Upon motion by Mr. Withers and seconded by Ms. Bohmke, with all concurring, Resolution No. 18-08 was adopted by the George Washington Regional Commission at its January 22nd meeting.

e.) Approval of GWRC Resolution No. 18-09, Approving the Amended Slate of Officers to Serve for remainder of Fiscal Year 2018 – Mr. Tim Ware

Mr. Ware advised that two vacancies now need to be filled for First Vice Chairperson (Stafford County) and Second Vice Chairperson (Spotsylvania County) for the remainder of FY2018.

Upon motion by Mr. Black and seconded by Ms. Brabo, with all concurring, Resolution No. 18-09 was adopted by the George Washington Regional Commission at its January 22nd meeting to fill the following two vacancies as follows:

First Vice Chairperson – Ms. Meg Bohmke
Second Vice Chairperson – Mr. Greg Benton

f.) Appointment to Local Emergency Planning Committee – Mr. Tim Ware

Mr. Ware advised that due to the fact that Mr. Howard is no longer serving on the Commission, a new committee member is needed to serve on the hazardous waste committee. Mr. Ware advised this committee meets quarterly during the work day. Mr. Ware stated the meetings are generally held at GWRC and usually occur from 1:00 – 2:30 p.m.

Upon motion by Mr. Black and seconded by Ms. Bohmke, with all concurring, Ms. Nancy Long was appointed to serve on the Local Emergency Planning Commission.

g.) Approval of GWRC Resolution No. 18-10, Authorizing Execution of Agreement with Virginia Department of Rail & Public Transportation – Mr. Paul Agnello

Mr. Agnello advised the City of Fredericksburg has expressed interest to FAMPO for the initiation of a Lafayette Boulevard study. Mr. Agnello stated that Resolution No. 18-10, is asking for endorsement for a grant application to be submitted to DRPT for funding of a Lafayette Boulevard study.

Upon motion by Ms. Brabo and seconded by Mr. Black, with all concurring, Resolution No. 18-10 was adopted by the George Washington Regional Commission at the January 22nd meeting.

h.) Other New Business (if any) - None

ADJOURN GWRC MEETING–The January 22nd GWRC meeting was adjourned at 7:17 p.m. The next meeting will be held on February 26, 2018.

Respectfully Submitted, Timothy Ware, Executive Director
(Draft Minutes prepared by JoAnna Roberson)



7.) Draft Financial Report

Balance Sheet

George Washington Regional Commission

Period From : 07/01/17 to 01/31/18

Run Date: 2/14/18

Run Time: 1:18:04 pm

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Assets:

10300	Union First Market Bank Operating	19,112.84
10301	AdVANtage Vanpool Insurance	59,519.64
10400	Petty Cash	75.00
10800	Union First Market MMA	147,076.21
11100	Accounts Receivable	254,049.42
15400	Furniture, fixtures & equipment	88,160.00
15450	Accum Depr-Furn, Fix & Equip	-18,004.95
Total Assets:		\$549,988.16

Liabilities:

20000	Accounts Payable	4,520.54
21000	Payroll Liability-Leave Balances	49,760.20
27711	Loan Payable UnionBank	49,757.05
Total Liabilities:		\$104,037.79

Projects

30000	Unrestricted Net Assets	111,433.68
31000	VDRPT 5303	-4,599.36
31017	FTA 5303 FY 2017	-860.39
31200	FHWA PL	-10,398.90
31417	RSTP FY2017	-20.47
31500	USHUD HMIS CoC	-7,100.28
31501	HMIS Conversion	-1,165.00
31503	HUD CoC Planning FY17	266.96
31553	VHSP CoC	-448.09
31560	VDHA VISTA	4,000.00
31600	FHWA SPR (Rural Transportation)	-5,900.65
31717	CMAQ 103685	-0.01
31800	CZM-Technical Assistance	-738.94
31807	USDA Haz Mitigation	-766.53
31811	DEQ Native Plants	-6,327.75
31817	CZM Technical Assistance 2017	-7,482.00
34000	DHCD Planning	56,978.00
34003	GoVA	41,282.00
34100	VDRPT-RideShare	50,860.08
36002	floodplains workshop	560.37
37000	Local Allocations	163,006.00
38000	HMIS User Fee	-6,238.85
38016	Legislative Liaison pass thru	10,090.83
38018	AdVANtage Insurance	59,519.64
Total Projects		\$445,950.34

Net Difference to be Reconciled

\$0.03

Balance Sheet

George Washington Regional Commission

Period From : 07/01/17 to 01/31/18

Run Date: 2/14/18
Run Time: 1:18:04 pm
Page 2 of 2

Total Adjustment	<u>\$0.03</u>
Unreconciled Balance	<u>\$0.00</u>

Reconciling Items

(1) Paid Salaries are	474,884.27	
Timesheets show	474,884.28	
Difference		0.01
(2) Leave accrued this year	0.04	
(3) Fringe Pool is	156,029.60	
Fringe allocated	156,029.60	
Difference		0.00
(4) Indirect Pool is	272,482.99	
Indirect Allocated	272,482.97	
Difference		-0.02
Total adjustments	<u>\$0.03</u>	

Agencywide Line Item Revenues and Expenditures

George Washington Regional Commission

Run Date: 02/14/2018
 Run Time: 1:22:06 pm
 Page 1 of 1

Period: 07/01/2017 to 01/31/2018

Without Indirect Detail

Code & Description		Budget	Current	YTD	Un/Ovr	% Bud
Revenues						
45100	REV-Federal Contracts/Fees	2,125,304.00	64,381.24	1,009,489.29	1,115,814.71	47.50%
45200	REV-State Contracts/Fees	673,649.00	34,410.71	420,772.84	252,876.16	62.46%
45202	State Technical Assistant	75,971.00	0.00	0.00	75,971.00	0.00%
45300	REV-Local Government Contract	225,499.00	5,120.00	241,924.00	-16,425.00	107.28%
45700	REV-Other Income	7,983.00	0.00	3,350.00	4,633.00	41.96%
47600	pass thru AdVANtage	0.00	39,507.61	281,254.61	-281,254.61	0.00%
	Revenues	3,108,406.00	143,419.56	1,956,790.74	1,151,615.26	62.95%
Expenses						
50000	Salaries	660,247.00	49,284.88	368,346.35	291,900.65	55.79%
50500	Fringe Benefits	243,023.00	16,275.01	115,050.44	127,972.56	47.34%
59700	Indirect Costs	489,993.00	43,465.16	272,482.97	217,510.03	55.61%
67560	Consulting Services	984,678.00	12,120.00	517,739.93	466,938.07	52.58%
81100	Supplies Expense	39,250.00	574.88	577.90	38,672.10	1.47%
81600	Equipment, Rental, & Maintenance	0.00	407.90	2,909.20	-2,909.20	0.00%
81620	Equipment Purchase	15,000.00	0.00	0.00	15,000.00	0.00%
81750	Public Relations	0.00	0.00	3,261.05	-3,261.05	0.00%
81751	Van Pool Assistance	15,000.00	0.00	450.00	14,550.00	3.00%
81752	Leased Spaces	33,850.00	2,990.00	19,890.00	13,960.00	58.76%
81760	RideShare Van Subsidies/GRH	0.00	900.00	2,550.00	-2,550.00	0.00%
81770	Marketing/Educationhj	160,355.00	2,673.68	93,952.34	66,402.66	58.59%
83000	Travel/Training	4,000.00	261.81	3,972.77	27.23	99.32%
83100	Travel	20,112.00	142.80	3,406.45	16,705.55	16.94%
83200	Conference, Convention, & Meetin	34,983.00	1,050.29	7,715.11	27,267.89	22.05%
85000	Miscellaneous Expense	96,782.00	0.00	40.00	96,742.00	0.04%
85300	Membership Dues-Organization	0.00	1,245.43	2,000.43	-2,000.43	0.00%
93010	Legislative Liaison Income	0.00	0.00	-37,250.00	37,250.00	0.00%
93020	Legislative Consultant Expenses	0.00	6,281.25	24,702.92	-24,702.92	0.00%
95000	RRBC Expenses	0.00	0.00	-1,218.75	1,218.75	0.00%
97000	AdVANtage	0.00	40,600.94	284,415.02	-284,415.02	0.00%
	Expenses	2,797,273.00	178,274.03	1,684,994.13	1,112,278.87	60.24%
	Agency Balance	311,133.00	-34,854.47	271,796.61		



**9b.) GWRC Resolution No. 18-11, Issuing Support for Community Initiative
to Address Unsheltered Homelessness in Planning District 16**

RESOLUTION NO. 18-11

**ISSUING SUPPORT FOR COMMUNITY INITIATIVE TO ADDRESS
UNSHELTERED HOMELESSNESS IN PLANNING DISTRICT 16**

WHEREAS, the George Washington Regional Commission (“the Commission”) is the Planning District Commission serving the City of Fredericksburg and Caroline, King George, Spotsylvania and Stafford counties, known collectively as Planning District 16, and;

WHEREAS, the Commission serves as lead agency for the Fredericksburg Regional Continuum of Care (CoC), the federally-mandated network of community partners who provide a coordinated response to those experiencing or at imminent risk of homelessness in Planning District 16, and;

WHEREAS, on any given night there are 39 persons experiencing unsheltered homelessness in the region, and this number has increased over the past five years, and;

WHEREAS, studies have shown that investment in permanent housing reduces homelessness while also reducing costs associated with frequent usage of the healthcare, criminal justice, and homeless services systems, and;

WHEREAS, in response to a request from the City of Fredericksburg, the CoC developed a plan to fully address unsheltered homelessness within Planning District 16, and;

WHEREAS, the CoC proposes to raise additional housing resources, on top of existing system funding, and leverage existing partnerships to identify, shelter, and rehouse persons experiencing unsheltered homelessness in the region;

NOW, THEREFORE, BE IT RESOLVED, that the George Washington Regional Commission urges all local governments in Planning District 16 to support the community initiative to end unsheltered homelessness in the region.

Adopted by the George Washington Regional Commission at its duly called meeting of February 26, 2018, in the City of Fredericksburg, Virginia, a quorum being present.

February 26, 2018

Matthew Kelly, Chairman



**Unsheltered Homelessness Initiative
Reduced Amount Proposal**

Over the past several months, the Continuum of Care (CoC) has presented on the Unsheltered Homelessness Initiative to each of the Planning District 16 localities, and has adopted a 17-page proposal outlining how the initiative would be implemented if fully funded. The full proposal is available on the CoC website: <https://www.fredericksburgcoc.org/our-work/unsheltered-homelessness-initiative/>

Based on feedback from the localities, however, the CoC would like to propose a scaled-back version of the initiative, at a cost of \$150,000 per year instead of the full amount of \$484,700 in year one and \$416,200 in year two.

The proposed reduced amount of \$150,000 per year is the estimated amount needed to hire one rapid re-housing case manager and fund the associated financial assistance, housing location services, and administration. Based on an ideal rapid re-housing caseload of 15 households and an average length of stay of 195 days, one rapid re-housing case manager would be expected to re-house 28 households over the course of one year. At an average cost of \$2,500 per household, the total financial assistance cost to re-house 28 households would be \$70,000. Based on an ideal housing location caseload of 15 households and an average length of stay of 45 days, .25 housing locators would be needed to serve 28 households. The reduced amount also includes \$5,000 to cover GWRC’s administration of the program, which would fund 7 hours of work per month.

The original full amount calculation was based on a total cost (salary + fringe) to hire 1 case manager or housing locator FTE of \$45,000. Since the original calculation, health care costs have risen and a salary study resulted in case manager salary increases. The reduced amount of \$150,000 used a total cost per 1 FTE of \$60,000 to reflect these changes.

Year 1 Request – FY2019

	Full		Reduced	
Case Management	3.4 FTEs	\$153,000	1 FTE (RRH)	\$60,000
Short-Term Housing Subsidy (RRH)	47 Households	\$117,500	28 Households	\$70,000
Long-Term Housing Subsidy (PSH)	26 Households	\$187,200	0 Households	\$0
Housing Location	.6 FTEs	\$27,000	.25 FTEs	\$15,000
Administration	0 hours/month	\$0	7 hours/month	\$5,000
Total		\$484,700		\$150,000

Year 2 Request – FY2020

	Full		Reduced	
Case Management	3.4 FTEs	\$13,500	1 FTE (RRH)	\$60,000
Short-Term Housing Subsidy (RRH)	47 Households	\$85,000	28 Households	\$70,000
Long-Term Housing Subsidy (PSH)	26 Households	\$187,200	0 Households	\$0
Housing Location	.6 FTEs	\$130,500	.25 FTEs	\$15,000
Administration	0 hours/month	\$0	7 hours/month	\$5,000
Total		\$416,200		\$150,000

Reduced Amount by Locality

Scenario 1 – No Outside Support

Caroline	6.5%	\$9,750
Fredericksburg	29.1%	\$43,650
King George	4.4%	\$6,600
Spotsylvania	33.4%	\$50,100
Stafford	26.6%	\$39,900
Total	100%	\$150,000

Scenario 2 – With Partner Support*

Jail Board		\$25,000
Hospital Foundation		\$75,000
Caroline	6.5%	\$3,250
Fredericksburg	29.1%	\$14,550
King George	4.4%	\$2,200
Spotsylvania	33.4%	\$16,700
Stafford	26.6%	\$13,300
Total	100%	\$150,000

*The City of Fredericksburg has approached the Rappahannock Regional Jail Authority Board and the Mary Washington Hospital Foundation about contributing to this initiative. They have been asked to contribute \$25,000 and \$75,000 respectively. If received, this support would reduce the amount required from localities to fund the initiative.



Ending Unsheltered Homelessness in PD-16

Proposal for Funding

Kate Gibson, Continuum of Care Coordinator
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Definitions

Continuum of Care (CoC) - A federally-mandated network of organizations working together to prevent and end homelessness in a given region through a strategic planning process.

Literal Homelessness (24 CFR 91.5) - the Department of Housing and Urban Development (HUD) defines literal homelessness as an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs for low-income individuals); or
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Unsheltered Homelessness

- An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

Chronic Homelessness (24 CFR 91.5)

- (1) A “homeless individual with a disability,” as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C 11360(9)), who:
 - (i) Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
 - (ii) Has been homeless and living as described in section (1)(i) of this definition continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months; and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in section (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility.
- (2) An individual who has been residing in an institutional care facility, including jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in section (1) of this definition, before entering the facility; or
- (3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

Ending Homelessness (local definition) - The CoC will have ended homelessness when the homelessness response system is right-sized to ensure that all persons experiencing homelessness have a path to permanent housing. Specifically, it means:

- Identifying all persons experiencing homelessness
- Providing immediate access to shelter for anyone experiencing unsheltered homelessness
- Ensuring that all persons experiencing homelessness have the opportunity to move back into permanent housing within 30 days of becoming homeless
- Preventing new episodes of homelessness whenever possible

Background

The Fredericksburg Regional Continuum of Care (FRCoC) is a federally-mandated body that was established in the 1990s. Over the years, the FRCoC has formalized into a coordinated network of over 40 agencies who work together on the initiative to end homelessness in our region. The FRCoC covers all of Planning District 16 (PD-16), which includes the City of Fredericksburg and the counties of Caroline, King George, Spotsylvania, and Stafford, and is led by the George Washington Regional Commission.

In 2017, the FRCoC was approached by the City of Fredericksburg to discuss concerns about the presence of homeless encampments within City limits. City officials asked the FRCoC for recommendations on how to most appropriately address this issue. In response, the FRCoC developed an outline of the strategies that could be used to target the unsheltered population for permanent housing using systems that are already in place. The City asked the FRCoC to engage the counties of PD-16 in a conversation about addressing unsheltered homelessness regionally through an effort led by the FRCoC. This proposal outlines the details of the FRCoC's plan to target an end to unsheltered homelessness throughout the region.

Each year, FRCoC joins CoCs across the nation in conducting an unduplicated count of persons experiencing homelessness on one night during the last 10 days of January, known as the Point-In-Time (PIT) count. Through partnerships with community providers, all persons who are experiencing homelessness (both sheltered and unsheltered) in PD-16 are surveyed and counted. Over the past 5 years, PIT count numbers have remained relatively level, though unsheltered homelessness has increased. In the 2017 count, 216 literally homeless persons were identified (per the HUD definition above) throughout the region. Of these 216 persons, 39 were unsheltered. All of the 39 unsheltered households were households without children.

Currently our community has a homelessness response system (See Appendix A) in place to address homelessness and work toward its functional end. The system is designed to provide four functions: 1) identify households experiencing homelessness or at risk of homelessness as soon as possible, 2) prevent homelessness whenever possible, 3) provide emergency shelter to those whose homelessness cannot be prevented and 4) rehouse all persons experiencing homelessness as quickly as possible. Though the homelessness response system is effective in rehousing households experiencing homelessness, insufficient financial resources prevent the FRCoC from housing people more quickly than new instances of homelessness are occurring. To ensure resources are targeted to those who need them the most, the FRCoC has implemented a community prioritization process to connect those who are most vulnerable and least likely to resolve on their own to housing resources. However, because current resources are only able to serve those at the very top of the prioritization list, many more become more and more chronic while waiting for assistance.

There is a need for additional resources to target the most vulnerable in our community, those that are currently unsheltered, in order to return them quickly into housing and get ahead of new needs. Studies have shown that investment in permanent housing reduces homelessness while also reducing costs associated with frequent usage of the healthcare, criminal justice, and homeless services systems. With specific attention to unsheltered homelessness and increased avenues for these persons to return to housing, the community will improve quality of life for both its citizens experiencing homelessness as well as the general public, while also realizing cost savings through decreased usage of public systems. The ultimate goal of this proposal is to functionally end unsheltered homelessness. However, secondary goals are to strengthen the homelessness response system by leveraging existing partnerships to a higher level and to rally community support for efforts to end homelessness in PD-16.

Supporting Data

Housing First is a proven approach in which people experiencing homelessness are offered permanent housing with few to no treatment preconditions, behavioral contingencies, or barriers. It is based on overwhelming evidence that all people experiencing homelessness can achieve stability in permanent housing if provided with the appropriate levels of services. Study after study has shown that Housing First yields higher housing retention rates, reduces the use of crisis services and institutions, and improves people's health and social outcomes (USICH, 2017). Though the Housing First model is able to be applied to a variety of services targeted toward the homeless population, the most prominent types of housing programs that utilize the Housing First model are rapid re-housing and permanent supportive housing programs.

Rapid Re-Housing

Rapid re-housing (RRH) is an intervention designed to help individuals and families quickly exit homelessness and return to permanent housing. The program is able to provide short-term financial assistance and case management support in order to get households quickly into housing and then connect them with the services in the community that they need in order to maintain that housing.

There are limited national studies available on rapid re-housing, though HUD is beginning to look at the impact of this program model in detail. HUD (2016) released an evaluation of the first three years of the Homelessness Prevention and Rapid Re-Housing Program (HPRP) program, finding nearly 83 percent of rapid re-housing program participants exited to permanent housing. HUD (2016) also released their *Family Options Study*, which examined the success of the rapid re-housing Program for families in 12 communities throughout the United States. This study showed that families enrolled in a rapid re-housing program exited shelter in an average of 2 months, 3.2 months faster than those that did not enroll, and that 77 percent of families that enrolled in rapid re-housing did not return to shelter.

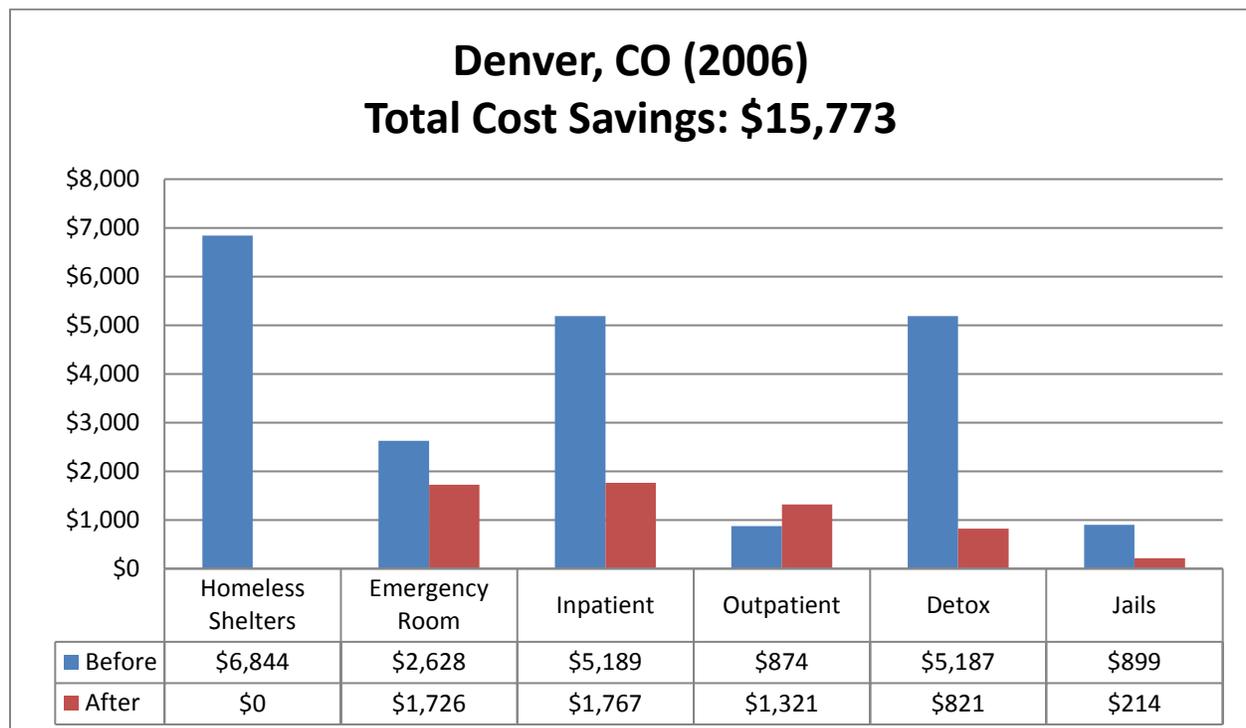
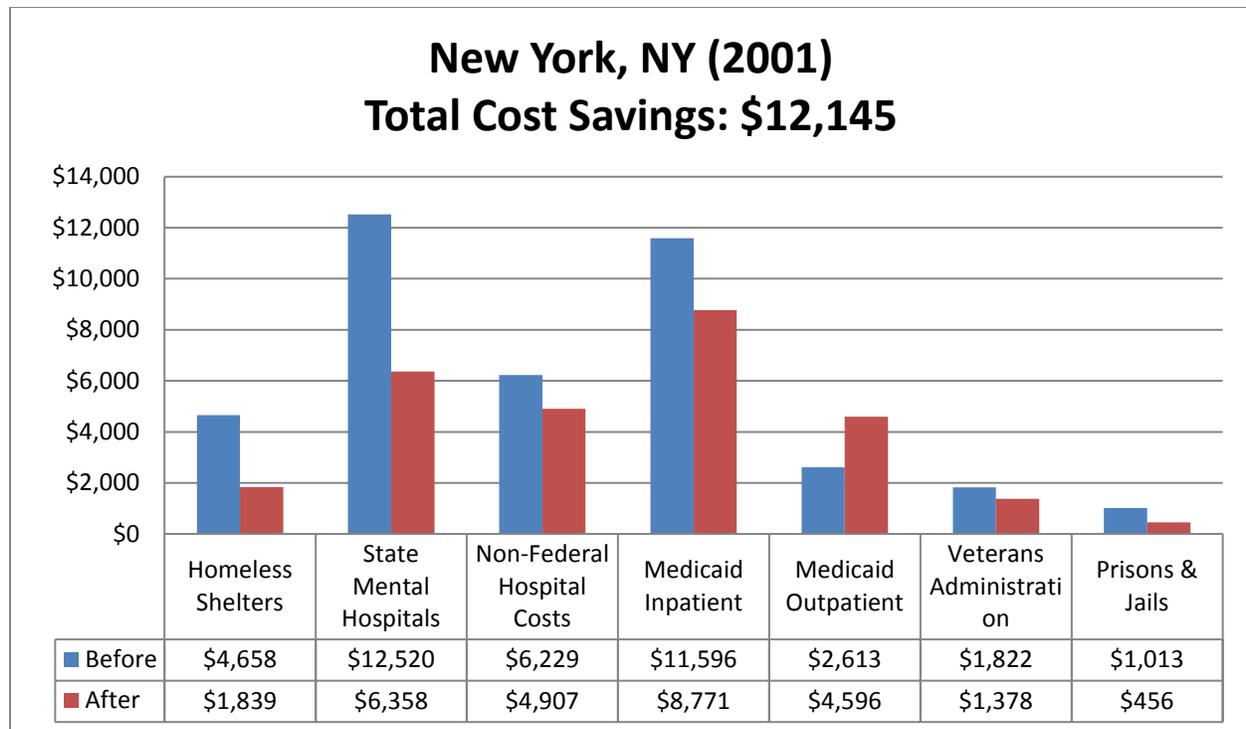
Two statewide studies have also supported rapid re-housing as a model with low returns to homelessness. The Georgia Department of Community Affairs (2013) found that persons exiting emergency shelter and transitional housing programs were respectively 4 and 4.7 times more likely to return to homelessness than those exiting rapid re-housing programs. The Connecticut Coalition to End Homelessness (2016) found that 84 percent of clients exiting a rapid re-housing program exited to permanent housing with only 5 percent returning to literal homelessness. Focus Strategies (2017) found similar results in Maricopa, AZ. In Maricopa County, about 74 percent of rapid rehousing clients exited to permanent housing with only 15.6 percent of households returned to homelessness within 12 months of exiting rapid re-housing assistance.

Permanent Supportive Housing

Supportive housing is an evidence-based housing intervention that combines non-time-limited affordable housing assistance with wrap-around supportive services for people experiencing homelessness, as well as other people with disabilities. Permanent supportive housing (PSH) has a long-term housing retention rate of up to 98 percent. Also, a majority of clients are found to participate in the optional supportive services provided, often resulting in greater housing stability. Clients using supportive services are more likely to participate in job training programs, attend school, discontinue substance use, have fewer instances of domestic violence, and spend fewer days hospitalized than those not participating.

Permanent supportive housing has also been found to be cost efficient. Frequent Users Systems Engagement (FUSE) programs help communities identify and engage super utilizers of public systems and place them into supportive housing to break the cycle of repeated use of costly crisis health services, shelters, and the criminal justice system. It allows public systems to cut costs while improving outcomes for some of their most vulnerable community members. The model represents an opportunity to transform the homeless, health, and criminal justice systems to increase housing stability, reduce emergency health care use and recidivism to jail, and break the cycle of multiple crisis service use, resulting in public cost offsets. (CSH, 2017). Providing access to housing generally results in cost savings for communities because housed people are less likely to use emergency services, including hospitals, jails, and emergency shelter, than those who are homeless. For instance, Denver's cost analysis found an average cost savings on emergency services of \$31,545 per person housed in a Housing First program over the course of two years (Perlman & Parvensky, 2006).

The charts below illustrate the per-person, per-year cost of FUSE participants to various systems before and after moving into housing. FUSE studies typically demonstrate that costs associated with homeless services, emergency medical services, substance abuse services, and criminal justice involvement decrease after a FUSE participant moves into housing. Outpatient medical costs typically increase, indicating that participants are being connected to appropriate primary care services, which helps to prevent costly medical emergencies.



Locally, the FRCoC has been operating rapid re-housing programs since 2010 and permanent supportive housing programs since 2008. Over the last four years, our partners have collectively moved 435 households experiencing homelessness into permanent housing.

Number of Households Rehoused in 2013-2016

	2013	2014	2015	2016
Permanent Supportive Housing	20	28	22	11
Rapid Re-Housing	90	78	85	101

Based on the CoC’s most recent System Performance Measures data submitted to HUD, 81% of persons rehoused through one of our community’s rapid re-housing or permanent supportive housing programs do not return to homelessness within 2 years of exiting the program.

Host Organization

The George Washington Regional Commission (GWRC) will be the host organization for this initiative. GWRC will serve as the fiscal agent and provide project oversight for the implementation of any jurisdictional dollars allocated toward this initiative. As the lead agency of the FRCoC, GWRC is able to provide needed support and guidance throughout this initiative’s implementation. Having already established a role of oversight and management among the community partners, GWRC would be able to monitor and assist providers with carrying out this initiative.

Goals, Objectives, and Activities

The overarching goal of the initiative is to establish and maintain a functional end to unsheltered homelessness. This will be achieved through the following goals, objectives, and activities.

Goal: There will be an 85% reduction in the number of persons experiencing unsheltered homelessness from the 2017 to the 2020 PIT count.

1. **Objective 1:** All unsheltered persons in PD-16 will be identified and assessed for services.
 - a. Outreach staff will visit all known homeless encampments to collect information on persons staying there and to assess their housing needs.
 - b. Outreach staff will complete a coordinated assessment with each person to determine the most appropriate path to housing services.
 - c. Outreach staff will divert all persons to other housing options whenever possible.
 - d. Those declining housing services will remain on the prioritization list and be reoffered housing at least every two weeks.

2. **Objective 2:** All unsheltered persons that are eligible and willing to go to shelter will be provided immediate access to shelter.
 - a. Outreach staff will complete referrals for emergency shelter in all cases in which clients are willing to go to shelter.
 - i. Shelters will make determinations on all shelter referrals received within 2 hours.
 1. If accepted, outreach staff will support the participant in getting to shelter for intake.
 2. If declined, outreach staff will refer the participant to street case management services for further follow-up.

3. **Objective 3:** Each unsheltered household will be rehoused within 30 days of identification and acceptance of services.
 - a. All identified unsheltered persons will be included on the housing prioritization list.
 - b. Each household will be assigned to the appropriate housing resources to meet their needs.
 - c. Each household will be assigned to a housing locator to assist with housing search and lease signings.

4. **Objective 4:** 73 individuals will be rehoused in FY2019 and 34 individuals will be rehoused in FY2020

Goal: 85% of persons exiting unsheltered homelessness to permanent housing will not return to homelessness within one year.

1. **Objective 1:** All participants receiving community resources for housing will receive case management at least monthly.

2. **Objective 2:** Prevention/diversion resources will target those who have experienced unsheltered homelessness before.

Project Design and Structure

Once funding for the initiative is secured, FRCoC staff will publish a request for proposals to solicit agencies interested in implementing project components. All proposals will be reviewed and ranked by the Funding & Performance Committee, who will make a recommendation to the CoC Board for final approval.

All initiative components will align with the *FRCoC Coordinated Entry Policies & Procedures*. Initiative funding for housing location and rapid re-housing will be administered according to Virginia Homeless Solutions Program guidelines, and initiative funding for permanent supportive housing will be administered according to HUD Continuum of Care Program guidelines.

The selected sub-recipient(s) will be responsible for hiring the needed staff, as outlined in this proposal. Staff will be trained and oriented to the homelessness response system and the details in this proposal. In order to implement this project, the following staff positions will be added (See Appendix B for job descriptions):

- Three full-time case managers and one part-time case manager are needed in order to support initiative participants. Case managers will be responsible for assisting with client progression into permanent housing and providing ongoing case management to ensure housing stability. Case managers are responsible for connecting clients with mainstream resources and providers to ensure that they are able to maintain their housing on their own without ongoing support from homeless services providers.

- Housing location services are also needed in order to support clients with finding affordable housing for higher-barrier tenants. One part-time housing locator will be responsible for assisting initiative participants with housing searches and lease signings. The new housing

locator will work closely with the existing housing locator to build relationships with landlords throughout the region.

The proposed project will occur in two phases, an initial challenge to house as many unsheltered persons as possible in 100 days and an ongoing initiative. The purpose of the initial 100-day challenge is to bolster momentum and to make a large dent in the proposed outcome quickly. The 100-day challenge will require a commitment from all community partners to work toward finding housing and services for as many unsheltered people as possible. The challenge will provide immediate outcomes and successes in order to develop momentum for the rest of the initiative. Once the initial challenge is complete, the focus will shift to maintaining all housed persons while obtaining housing for those who are still unsheltered.

A date for the start of the 100-day challenge will be set once all staff is in place and trained. The challenge will begin with identifying all unsheltered persons in the region. Outreach staff will visit known locations of unsheltered homelessness to complete coordinated assessments and discuss housing options with all persons. Other community partners will refer known unsheltered persons to outreach staff. All persons identified as unsheltered will be included in an unsheltered by-name list to track progression toward housing. Diversion conversations will be discussed with all identified persons to try to identify any alternative housing resources prior to moving forward with enrollment in a housing project. Those willing to go to an emergency shelter while waiting for housing will be provided with referrals. If accepted, transportation will be provided to ensure that clients have access to services. If declined, clients will be referred to street case management for further follow-up.

Once identified, each participant will be assigned to the most appropriate housing intervention and paired with a housing case manager through the community prioritization process. Participants that may be eligible for other subpopulation-specific resources (i.e. those for veterans, persons with HIV/AIDS, and domestic violence survivors) will be assisted in making connections to appropriate providers. All persons will be assigned to a housing resource and the needed information/referrals will be completed in order to set up housing resources.

Case managers will work with clients toward their housing plans and refer them to the housing locator for assistance with housing searches and signing of leases. Once participants are housed, housing case managers will continue to meet with participants as often as possible and at least monthly in order to monitor housing stability and to work with the client to build skills and connections needed to maintain housing.

Once all identified unsheltered homeless persons are housed, ongoing support will be provided in order to ensure that participants do not return to homelessness. Using initiative funds and other community resources (i.e. homelessness prevention), participants will be supported to ensure that their housing is maintained and that the functional end to unsheltered homelessness is sustained. Participants who are enrolled in permanent supportive housing will require ongoing financial support, as this intervention is targeted for those that require long-term case management and assistance to ensure their housing stability.

In addition to the strategies outlined above, successfully implementing this initiative will require the FRCoC to take additional steps toward improving the homelessness response system, most without additional resources. Steps that the FRCoC is already taking to strengthen the system include simplifying the coordinated entry process, providing better training for coordinated assessment providers, ramping

up diversion efforts, reducing barriers to shelter, shifting the focus of street and shelter case management to be more housing-focused, and providing regular training to case managers.

Monitoring and Evaluation

GWRC, specifically FRCoC staff, will be responsible for all monitoring and evaluation responsibilities. All sub-recipients of initiative funds will enter data into HMIS in accordance with the *Homeward Community Information System Policies and Procedures* and applicable HUD guidelines. Sub-recipients will also be required to submit financial and housing reports to FRCoC staff on a monthly basis. FRCoC staff will use data from HMIS and monthly reports to analyze initiative outcomes and project performance on a quarterly basis. FRCoC staff will provide technical assistance as needed to those agencies that are not able to achieve performance benchmarks.

Project Benchmarks will be monitored on a quarterly basis in order to improve initiative services. Benchmarks to be evaluated are:

1. Length of time to rehouse initiative participants.
 - a. Defined as the number of days from project start date to housing move-in date.
2. Percent of initiative participants exiting to a permanent housing destination.
 - a. Defined as the rate at which initiative participants exit to a permanent housing destination.
3. Percent of initiative participants exiting to permanent housing who do not return to homelessness within one year.
 - a. Defined as the rate at which initiative participants exiting to permanent housing do not show back up in system services for the literally homeless within a year of project end date.

On a monthly basis, all sub-recipients will be required to submit remittances to GWRC, detailing all funds used to rehouse unsheltered persons. Remittances must include payment date, payment method, staff pay period (if applicable), client ID number (if applicable), payee, service type, and payment amount. Supplemental documentation for all payments must be included (i.e. receipts, bills, and timesheets). Remittances will be reviewed to ensure proper use of funds prior to providing reimbursements.

All initiative participants will be case conferenced during monthly prioritization meetings. During these meetings, case managers will be responsible for providing updates on housing progress and reporting on the number of persons that were housed during the previous month.

System Benchmarks will be monitored on an annual basis to track progress toward ending unsheltered homelessness. Benchmarks to be evaluated are:

1. The number of persons experiencing unsheltered homelessness in the annual PIT count.
 - a. Defined as a change in the number of persons experiencing unsheltered homelessness in the annual PIT counts.
2. Length of time to rehouse persons experiencing unsheltered homelessness.
 - a. Defined as the number of days from date of identification to housing move-in date.
3. Percent of persons exiting unsheltered homelessness to permanent housing who do not return to homelessness within one year.

- a. Defined as the rate at which persons exiting unsheltered homelessness to permanent housing do not show back up in system services for the literally homeless within a year of project end date.

On a quarterly basis, initiative progress will be shared with the GWRC Board.

Budget

The FRCoC is seeking additional funding for housing location, rapid re-housing (RRH), and permanent supportive housing (PSH) in order to scale up existing housing projects to fully address unsheltered homelessness in the region. The FRCoC will use the requested funding in conjunction with \$4.2 million in existing annual system resources.

Existing System Funding

It is imperative that funding for this initiative is not reallocated away from other system components, such as emergency shelter, coordinated entry, outreach, diversion, or prevention. The local governments of PD-16 currently contribute \$447,473, or 11% of the system’s annual budget, to several organizations providing services within the homelessness response system, including Empowerhouse, Loisann’s Hope House, Micah Ministries, and Thurman Brisben Center. These dollars are crucial to existing system capacity, and the success of this initiative depends on the ability to add housing resources to an already fully-functioning homelessness response system.

Additional System Funding Requested

Below is the breakdown of the additional funding, above and beyond the \$447,473 already provided by the local governments of PD-16, that the FRCoC is requesting to fund this initiative.

	FY19	FY20
Housing Location	\$27,000	\$13,500
RRH Housing Subsidy	\$117,500	\$85,000
RRH Case Management	\$75,000	\$52,500
PSH Housing Subsidy	\$187,200	\$187,200
PSH Case Management	\$78,000	\$78,000
Total	\$484,700	\$416,200

FY19 budget amounts are based on the estimated cost to rehouse 73 persons, 47 through RRH and 26 through PSH. Based on the assumptions listed below, rehousing 73 persons would require \$27,000 for .6 housing locators, \$117,500 for RRH housing subsidies, \$75,000 for 1.7 RRH case managers, \$187,200 for PSH housing subsidies, and \$78,000 for 1.7 PSH case managers.

FY20 amounts are based on the estimated cost to rehouse 34 persons and maintain the 26 PSH units created in FY19. Rehousing 34 persons would require \$13,500 for .3 housing locators, \$85,000 for RRH housing subsidies, and \$52,500 for 1.2 RRH case managers. Maintaining 26 PSH units would require \$187,200 for PSH housing subsidies and \$78,000 for 1.7 PSH case managers.

ENDING UNSHELTERED HOMELESSNESS IN PD-16

FY19 and FY20 funding amounts are based on the following assumptions:

- All other system funding is maintained at its current level.
- Housing Location
 - Average Length of Stay: 45 days
 - Ideal Caseload: 15 persons
 - Cost (Salary + Fringe) per 1 FTE: \$45,000
- Rapid Re-Housing
 - Average Financial Assistance: \$2,500
 - Average Length of Stay: 195 days
 - Ideal Caseload: 15 persons
 - Cost (Salary + Fringe) per 1 FTE: \$45,000
- Permanent Supportive Housing
 - Average Financial Assistance: \$600/month x 12 months
 - Average Length of Stay: 365 days/year
 - Ideal Caseload: 15 persons
 - Cost (Salary + Fringe) per 1 FTE: \$45,000

Future Funding and Self-Sufficiency Plan

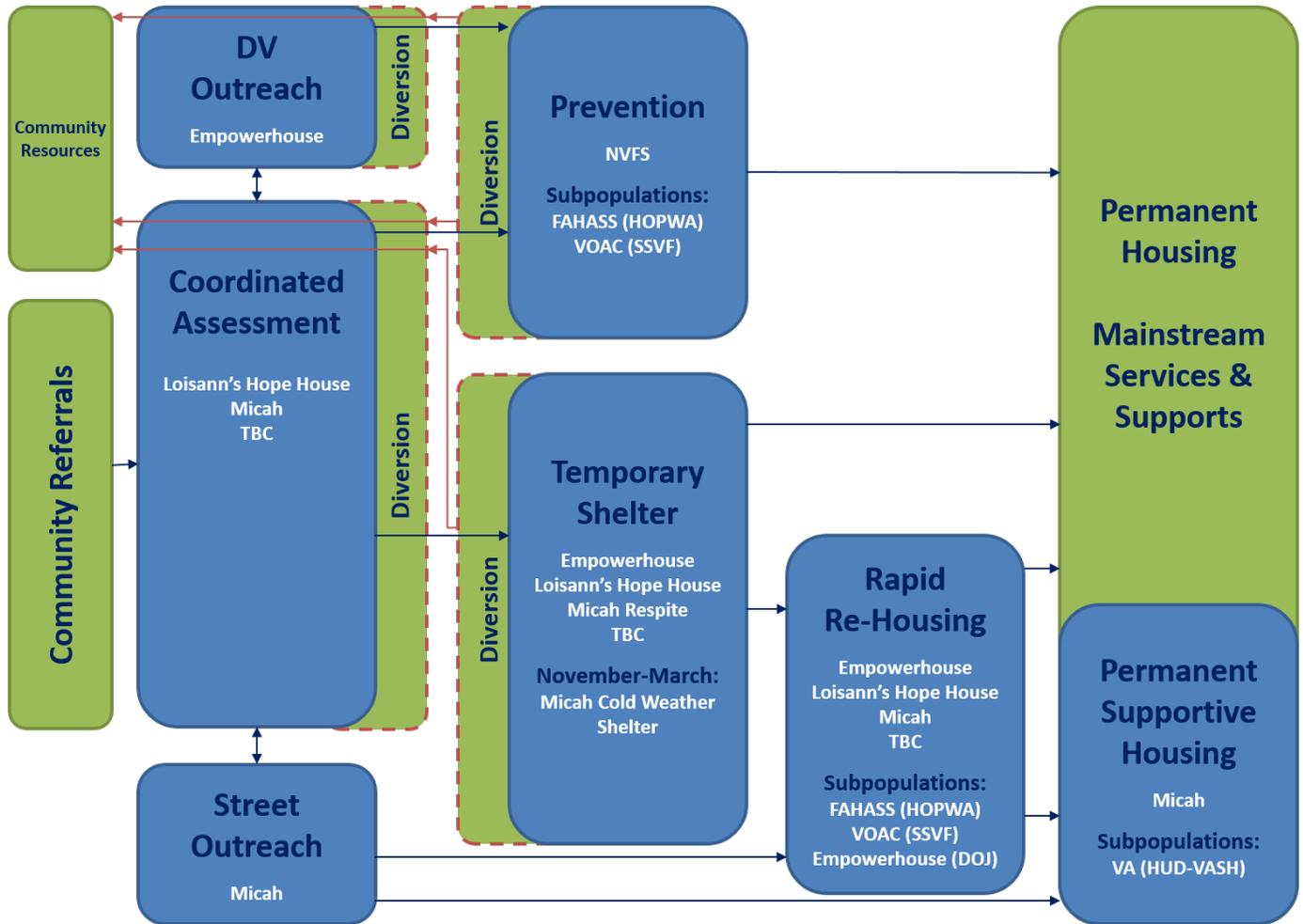
While this initiative is presented as a two-year infusion of resources aimed at getting ahead of a need that has gone underfunded, the FRCoC hopes that this will be the beginning of an ongoing relationship with local governments to minimize new instances of unsheltered homelessness.

At the same time, the FRCoC is committed to continually pursuing avenues that either match or reduce dollars committed by local governments, such as incremental increases through HUD Continuum of Care Program permanent housing bonuses, local foundations, and private sources.

The community should also consider establishing a local housing trust fund, which could be funded through local general funds, development fees, property taxes, or other sources. In absence of new money at the state and federal level, many communities across the state of Virginia are finding this to be a critical new source of local resources, which can be effective in addressing affordable housing and homelessness. Virginia communities with housing trust funds include Alexandria, Arlington, Charlottesville, Fairfax, and Norfolk.

Appendix A: Homeless Response System Flowchart

Fredericksburg Regional CoC: Homelessness Response System



May 2017

Appendix B: Job Descriptions



Fredericksburg Regional Continuum of Care Housing Case Manager Job Description

Position Summary: The Housing Case Manager provides case management services for the rapid re-housing and/or the permanent supportive housing project to individuals and families experiencing homelessness in Planning District 16. The Housing Case Manager will work to assist households in obtaining and maintaining permanent housing.

Responsibilities:

- Conduct assessments and intakes in order to understand housing needs.
- Educate participants on project guidelines and expectations.
- Connect participants to needed community resources in order to meet basis needs.
- Develop, implement & monitor Housing Stabilization Plan.
- Complete needed housing documentation for enrollment in housing projects.
- Support participants in addressing barriers to housing stability with a focus on increasing income
- Complete regular home visits to evaluate housing stability and assess for additional needs.
- Act as a liaison with landlords in order to handle landlord/tenant concerns.
- Provide crisis intervention to participants.
- Maintain understanding of grant guidelines and housing/homelessness best practices.
- Enter required data into the local Homeless Management Information System.
- Other duties as assigned.

Minimum Qualifications:

- Bachelor's degree or combination of academic study and relevant experience required.
- Ability to work with diverse populations and persons experiencing a housing crisis.
- Strong interpersonal and communication skills.
- Exceptional problem solving skills. Ability to provide creative solutions.
- Ability to make independent decisions when circumstances warrant such actions.
- Flexibility and adaptability to changing needs.
- Ability to work in a fast-paced environment.
- Personal integrity and confidentiality.
- Proficiency in Microsoft Office Suite.

Supervision:

The Housing Case Manager will be supervised by the hiring agency. Performance evaluations will be completed by the Continuum of Care Coordinator and the CoC's Pursuit of Housing Partners on a biannual basis.

Work Schedule:

This position is part-time, 20 hours per week. A flexible schedule will be necessary to perform job duties including client appointments. Position will require night and weekend work.



Fredericksburg Regional Continuum of Care Housing Locator Job Description

Position Summary:

The Housing Locator is a shared community position responsible for working collaboratively with local shelter, rapid re-housing, permanent supportive housing, and prevention case management staff to identify housing opportunities for clients experiencing unsheltered homelessness. The Housing Locator works across community agencies, specifically Empowerhouse, Loisann's Hope House, Micah Ecumenical Ministries, and Thurman Brisben Center. This position is required to actively seek out and maintain relationships with local landlords and property managers. The Housing Locator provides information to clients on housing opportunities and tenant/landlord roles and responsibilities. The Housing Locator is an integral member of the CoC's Homeless Response System.

Responsibilities:

- Proactively seek out new housing opportunities and resources to assist clients with obtaining housing.
- Assist with maintaining a Housing Directory to include information on available units (location, rent, bedrooms, baths, pet policies, etc.) and documentation of all contacts with landlords and property managers. Provide consistent updates on housing availability.
- Maintain ongoing relationships with landlords and property managers, including acting as a liaison between landlord and clients as needed.
- Maintain close working relationships with CoC case management staff and engage in frequent communication with partner agencies.
- Meet with clients and case managers to establish housing needs and understand client barriers to housing. Show clients potential units in collaboration with case managers.
- Conduct housing quality inspections and complete associated paperwork per grant guidelines. Advise and advocate for clients with regard to quality standards.
- Confirm that all rental properties are rent reasonable and complete associated paperwork per grant guidelines.
- Facilitate agency payment of application/holding fees for identified units.
- Review and negotiate leases on behalf of clients in collaboration with case managers and clients. Ensure leases meet fair housing and legal requirements. Assist clients in understanding their leases. Attend lease signings.
- Maintain understanding of grant guidelines and housing/homelessness best practices.
- Enter required data into the local Homeless Management Information System.
- Other duties as assigned.

Minimum Qualifications

- Bachelor's degree or combination of academic study and relevant experience required.

ENDING UNSHELTERED HOMELESSNESS IN PD-16

- Ability to work with diverse populations and persons experiencing a housing crisis.
- Strong interpersonal and communication skills.
- Exceptional problem solving skills. Ability to provide creative solutions.
- Ability to make independent decisions when circumstances warrant such actions.
- Flexibility and adaptability to changing needs.
- Ability to work in a fast-paced environment.
- Personal integrity and confidentiality.
- Proficiency in Microsoft Office Suite.

Preferred Qualifications

- A minimum of 3 years of experience in property management, housing management, and/or real estate preferred.
- Experience in conducting group training preferred.

Supervision:

The Housing Locator will be supervised by the hiring agency. Performance evaluations will be completed by the Continuum of Care Coordinator and the CoC's Pursuit of Housing Partners on a biannual basis.

Work Schedule:

This position is part-time, 20 hours per week. A flexible schedule will be necessary to perform job duties including client appointments. Position will require night and weekend work.

References

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- HUD. (2016). *Homeless Prevention and Rapid Re-Housing Program (HPRP): Year 3 and Final Program Summary*. Retrieved from <https://www.hudexchange.info/resources/documents/HPRP-Year-3-Summary.pdf>
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- NAEH. (2016). Housing First Fact Sheet. Retrieved from <http://endhomelessness.org/wp-content/uploads/2016/04/housing-first-fact-sheet.pdf>
- Perlman, J. & Parvensky, J. (2006). Denver Housing First Collaborative: Cost Benefit Analysis and Program Outcomes Report. Retrieved from https://shnny.org/uploads/Supportive_Housing_in_Denver.pdf
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10a.) GO Virginia

GO Virginia Region 6 Fact Sheet

GO Virginia is a statewide economic development initiative to create more higher-paying jobs in Virginia through business-led, regional collaboration.

Enabling Legislation: Virginia Growth and Opportunity Act (2016)

State-Level

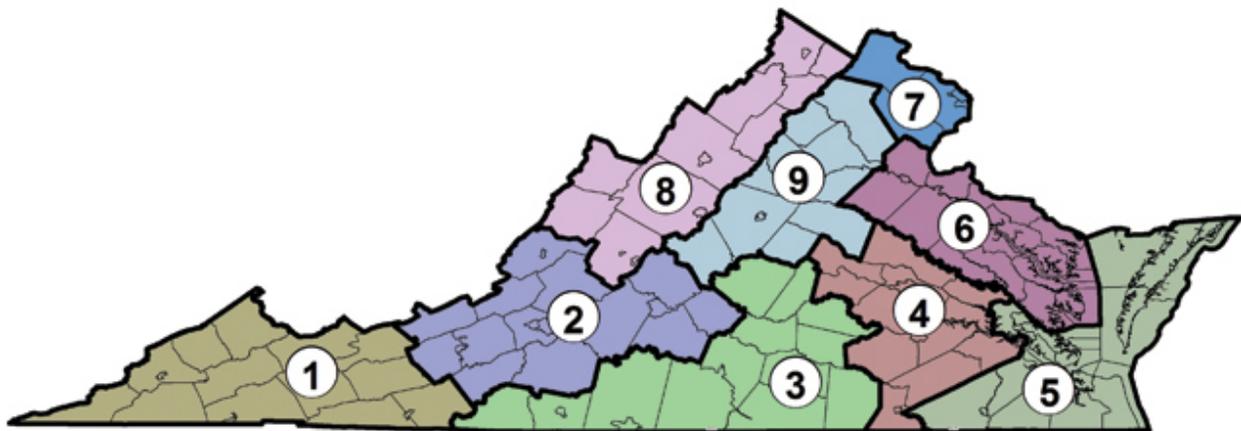
Governing Body: Virginia Growth & Opportunity Board (State Board)

Support Organization: Department of Housing and Community Development (DHCD)

Website: <http://www.dhcd.virginia.gov/index.php/go-virginia.html>

Regional Councils

The state is split into 9 GO Virginia regions, each with its own Regional Council. The Regional Council is the entity certified by the State Board that will propose projects to the State Board and ensure accountability for the use of GO Virginia funds. Regional Councils are business led and include individuals from a variety of sectors, including education, government, civic or community leaders, economic and workforce development professionals, local government officials, regional planning entities, and nonprofits.



FY18 Funding Levels

Capacity Building: \$5.85 million (\$650,000 per region)

Regional/Per Capita Allocations: \$10.9 million (\$640,182 for Region 6)

Competitive Allocations: \$11.3 million

FY19-20 Funding Levels (Governor's Introduced Budget)

Capacity Building: \$2.25 million/year (\$250,000/year per region)

Regional/Per Capita Allocations: \$12.495 million/year (\$750,000/year for Region 6)

Competitive Allocations: \$11.3 million/year

Region 6

Jurisdiction: George Washington Region (Caroline, Fredericksburg, King George, Spotsylvania, Stafford)
Northern Neck (Lancaster, Northumberland, Richmond, Westmoreland)
Middle Peninsula (Essex, Gloucester, King and Queen, King William, Mathews, Middlesex)

Governing Body: Mary Ball Washington Regional Council

Support Organization: George Washington Regional Commission (GWRC)

Website: <https://www.gwregion.org/our-work/gova/>

Region 6 Economic Growth & Diversification Plan (September 2017)

Six Priority Clusters:

- Seafood Processing/Aquaculture/Commercial Fishing
- Forestry/Wood Products/Paper
- Manufacturing
- Logistics/Distribution
- Professional/Technical/Scientific Services
- Information/Data Centers

Region 6 Project Application Process

Project Types

- Enhanced Capacity Building Projects (\$50,000 maximum)
- Collaborative Grant Projects (\$300,000 maximum)

Project Requirements

- Alignment with Economic Growth & Diversification Plan and priority clusters
- Contributes directly or indirectly to the creation of higher-paying jobs in the region
- Collaboration of at least 2 localities, political subdivisions, or public bodies corporate and politic
- 1:1 match from non-state appropriated sources (cash or in-kind)
 - 20% or \$50,000 (whichever is greater) from local sources (cash or in-kind)
- Completed within two years

Project Application Process

- Application Posted/Advertised
- Letters of Interest Due to Regional Council
- Interested Applicants Meet with Staff
- Applications Due to Regional Council
- Staff Review
- Interview Panel Meetings
- Regional Council Meeting
- Applications Due to DHCD
- State Board Meeting

Region 6 Approved Projects

PamunkeyNet Business Plan: The Middle Peninsula Alliance will receive a \$50,000 GO Virginia Enhanced Capacity Building Grant to create a new business enterprise owned by the Pamunkey Indian Tribe to deliver high-speed broadband to underserved areas of Region 6. The total project budget will be \$133,000, with several localities, political subdivisions, and nonprofit partners contributing a total of \$50,000 in local, cash match and \$33,000 in local and private in-kind resources to the project. This project ultimately aims to provide appropriate broadband capability to retain existing and attract new businesses in the Professional/Technical/Scientific Services, Information/Data Centers, and Manufacturing clusters.

Flexible Office Space Due Diligence: Westmoreland County will receive a \$50,000 GO Virginia Enhanced Capacity Building Grant to complete due diligence for a new 20,000 square foot flexible, multi-tenant office building in Montross, Virginia. The total project budget will be \$100,000, with Westmoreland County and the Northern Neck Chesapeake Bay Region Partnership each contributing \$25,000 in local, cash match to the project. This project ultimately aims to provide appropriate office space to attract new businesses in the Professional/Technical/Scientific Services cluster, the highest-wage priority cluster in Region 6.

Region 6 Upcoming Meetings

March 12, 2018: 11 AM-1 PM (if needed)

Rappahannock Community College, Glenss Campus
12745 College Drive, Glenss, VA 23149

April 9, 2018: 11 AM-1 PM

Rappahannock Community College, Warsaw Campus
52 Campus Drive, Warsaw, VA 22572

June 11, 2018: 11 AM-1 PM

Bowling Green Town Hall
117 Butler St, Bowling Green, VA 22427

August 13, 2018: 11 AM-1 PM

Rappahannock Community College, Glenss Campus
12745 College Drive, Glenss, VA 23149

October 8, 2018: 11 AM-1 PM

Rappahannock Community College, Warsaw Campus
52 Campus Drive, Warsaw, VA 22572

December 10, 2018: 11 AM-1 PM

Bowling Green Town Hall
117 Butler St, Bowling Green, VA 22427