

# Governance Charter

The responsibilities of the *Continuum of Care* take place through *The Homeless Coalition* with the leadership of the Executive Committee, Committee Chairs, the Collaborative Applicant and the HMIS Lead during monthly meetings and committee work.

## The responsibilities of the Continuum of Care are as follows:

- Establish and operate a Continuum of Care in Jasper and Newton Counties.
- Establish performance targets, conduct performance evaluation, provide assistance to struggling programs and take action.
- Establish written standards for ESG funds that include:
  - Eligibility
  - Prioritizing individuals for Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing.

## Continuum of Care Planning

Our CoC will include the following elements: Outreach, Engagement, Assessment, Shelter, Housing, Support Services and Prevention Strategies.

Other responsibilities include conducting the following:

- Point In Time count. (PIT)
- Housing Inventory Count. (HIC)
- Project Homeless Connect event.
- Gaps and analysis of homeless needs and services.
- Collecting and providing information for the Consolidated Plan. (City of Joplin)
- Consulting with State and local government Emergency Solutions Grants program recipients on an allocation plan for funds, meeting reporting requirements, and evaluating the performance of ESG recipients.
- Coordinated Entry (Housing Connect)
- Identify membership gaps and invite new members at least annually.
- Develop, follow, and update annually this governance charter.

Other responsibilities of a Continuum of Care include preparing an application to Housing and Urban Development for funding per the Continuum of Care/HEARTH Interim Rule 24 CRF 578. A CoC must design, operate and follow a collaborative process for the development of the application, establish priorities for funding projects and submit one consolidated applications. Transparency is important in all aspects of the work that the Continuum of Care carries out.

**Collaborative Partner:** Economic Security Corporation of S W Area

Updated 8/13/2018

Updated 6/19/2019

Updated 11/04/2020

Updated 9/13/2021

## **Coordinated Entry**

The Homeless Coalition established a system to standardize access and assessment for all people, as well as a coordinated referral and housing placement process to ensure that people experiencing (or at-risk for) homelessness receive appropriate assistance with both immediate and long-term housing and service needs. The Housing Connect office is located within the Economic Security Corporation.

Housing Connect  
Economic Security Corporation  
302 Joplin  
Joplin, MO 64801

## **Strategic Plan**

The Homeless Coalition's Strategic plan contains the mission, vision, values, purpose statements, long term goals, and short term goals. The plan is for three years but is evaluated at least once per year.

## **The Homeless Coalition:**

**Executive Committee:** Chair, Vice-Chair, Secretary, and Treasurer

**Voting members:** Organizations and or individuals that have paid membership and can vote.

**Non-voting members:** Organizations and individuals that have not paid a membership and cannot vote.

**Membership:** Membership is not limited and new members are eligible to join at any time throughout the year.

## **Established Committees:**

- Continuum of Care
- HMIS
- Missouri Interagency Council on Homelessness
- Housing Connect
- Monitoring Committee
- Prioritization Committee
- Street Outreach

## **Bylaws:** Revised date: March 8, 2021

Article I: Name

Article II: Mission

Article III: Members

Article IV: Meetings

Article V: Officers

Updated 8/13/2018

Updated 6/19/2019

Updated 11/04/2020

Updated 9/13/2021

Article VI: Governing Authority

Article VII: Voting

Article VIII: Amendments

## **Policies**

### **The Homeless Coalition Executive Responsibilities**

Policy 1.40 Grant Prioritization Process

Policy 2.00 Reimbursement of Expenses

Policy 2.10 Expenditures

Policy 2.20 Internal Audit

Policy 2.30 Deposits

Policy 2.40 Resolutions for a name change on bank account

Policy 3.00 Coordination by The Homeless Coalition of a closing of a shelter

Policy 4.00 Coordination by The Homeless Coalition for Ensuring Enrollment for School Aged Children

Policy 5.00 Order of Priority for Permanent Supportive Housing Projects

Policy 6.00 Reallocation

Policy 7.00 Emergency Solutions Grant

Policy 8.00 Monitoring

Policy 9.00 Conflict of Interest

Policy 10.00 Non-Discrimination Policy

Policy 11.00 Street Outreach

Policy 12.00 Discharge Planning Policy

## **HMIS**

The Continuum of Care must designate a single Homeless management Information System (HMIS) for the two county area covered by the CoC. (Jasper and Newton Counties) A HMIS Lead agency must be chosen to manage responsibilities of the system, create, review, revise and approve policies.

- Privacy Plan
- Security Plan
- Data Quality Plan

Other responsibilities of the Lead HMIS are as follows:

- Ensure consistent participation with the system.
- Ensure the HMIS is administered in compliance with HUD's requirement.
- Ensure all elements outlined in the MOA with the Homeless Coalition are carried out.

**HMIS Lead:** Institute for Community Alliances (ICA)

**ICA Contact:** ICA will provide the CoC a contact person.

**Local HMIS Contact:** Tammy Walker, Economic Security Corporation

**HMIS:** Service Point

**Software Provider:** Mediware

Updated 8/13/2018

Updated 6/19/2019

Updated 11/04/2020

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