



Steering Council Meeting Agenda  
May 17, 2024 ▫ 8:30 – 10:30am ▫ Zoom

1. Call to Order/Introductions
2. Approval of the Agenda\*
3. Approval of April 19, 2024 Meeting Minutes\*
4. Public Comment on Agenda Items (Limit 3 minutes ea.)
5. Approval of Consent Agenda\*
  - a. Steering Calendar
  - b. Committee & Initiatives Updates
  - c. Budget Report: Statement of Activity
  - d. Data Reports: None
6. Director's Report - *standing item*
  - a. Governance Charter Update
7. CHC 2.0 – *standing item*
8. Assessment and Prioritization Pilot Project
9. CoC Budget\*
10. Built for Zero Update - 100 Housed in 100 Days Campaign
11. Any other matters by Steering Council Member(s)
12. Public Comment on Any Matter (Limit 3 minutes ea.)
13. Adjournment

**Next meeting:** June 21, 2024

\* denotes potential action item



## STEERING COUNCIL MEETING MINUTES

April 19, 2024 - **DRAFT**

8:30 – 10:30am

|                    |   |                 |          |
|--------------------|---|-----------------|----------|
| Facilitator:       | Elizabeth Stoddard  |                 |          |
| Meeting Attendees: | <p><u>Steering members present:</u> Casey Gordon, Ryan VerWys, Paul Smith, Adrienne Goodstal, Lindsey Reames, Karen Tjapkes, Tenisa Frye, Alonda Trammell, Kate Berens, Mark Contreras, Lauren VanKeulen, Ryan Kilpatrick, Victoria Arnold, Lisa Knight, Leshia Love (formerly Mary Carter), Gustavo Perez, Fran Dalton, Jazz McKinney</p> <p><u>Community Members:</u> Wende Randall, Michelle VanDyke, Perla Douglas, Alex Kontras</p> <p><u>Staff:</u> Courtney Myers-Keaton, Alyssa Anten, Ronan Parmenter, Justin Brownlee, Craig Heerema, Brianne Robach, Evan Hile</p> |                 |          |
| Time Convened:     | 8:33 am   | Time Adjourned: | 10:19 am |

|  |   |                       |                   |
|--|---|-----------------------|-------------------|
| <b>Approval of Agenda - standing item</b>                |   |                       |                   |
| Motion by:   | Adrienne Goodstal   | Support from:         | Paul Smith        |
| Discussion   |   |                       |                   |
| Amendments   |   |                       |                   |
| Conclusion   | All in favor, motion passes.  |                       |                   |
| <b>Approval of Minutes - standing item</b>               |   | <b>March 15, 2024</b> |                   |
| Motion by:   | Kate Berens   | Support from:         | Lisa Knight       |
| Discussion   |   |                       |                   |
| Amendments   |   |                       |                   |
| Conclusion   | All in favor, motion passes.  |                       |                   |
| <b>Public Comment on Any Agenda Item - standing item</b> |   |                       |                   |
| Discussion   |   |                       |                   |
| None   |   |                       |                   |
| <b>Approval of Consent Agenda - standing item</b>        |   |                       |                   |
| Motion by:   | Karen Tjapkes   | Support from:         | Adrienne Goodstal |
| Discussion   |   |                       |                   |
| Conclusion   | All in favor, motion passes.  |                       |                   |
| <b>CoC Director's Report - standing item</b>             |   |                       |                   |
| Discussion   | <p>Courtney shared insights from the NHSDC Conference in Kansas City, emphasizing technology use and landlord engagement. Connections were made with successful communities in similar efforts.</p> <p>Insights from the Houston site visit were shared as well, focusing on key strategies to address homelessness locally. Discussion included system mapping and identifying strategies for reaching functional zero. A debrief meeting with funders and city staff is planned to share learnings.</p> |                       |                   |



## STEERING COUNCIL MEETING MINUTES

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8:30 – 10:30am

Initial discussions on a housing millage are underway, led by Housing Kent, but no concrete goals or partners have been established yet. Preliminary discussions have focused on determining the road map for getting the housing millage on the ballot.

A PIT Count update was provided, noting a resolution of report issues. The deadline was extended by HUD, which means results will not be available for some time.

| Action Items | Person Responsible | Deadline |
|--------------|--------------------|----------|
|              |                    |          |

### CHC 2.0 – standing item

#### Discussion

Community Rebuilders presented CHC 2.0 in Kansas City. User testing has not started yet, but a flier calling for testers will be shared with the community. Budget details are expected to be shared possibly in mid-May, with a demo expected in mid-June. CR will present on CHC 2.0 at the April General Membership meeting.

A group is working on the governance document, and changes will be reviewed by the Coordinated Entry Committee prior to being brought to Steering. A contract is not available currently. Concerns were voiced about CHC as the presumed tool, and Courtney noted that Steering Council had approved CHC as a tool this committee wanted developed. There was an update on the perceived conflict of interest, noting that HUD found no conflict.

There were additional concerns raised around the lack of key benchmarks for assessing progress, and Courtney provided historical context for discussion. Courtney will look into an implementation plan and gather more information around this for clarification and further conversation.

| Action Items  | Person Responsible | Deadline |
|---|--------------------|----------|
| <ul style="list-style-type: none"> <li>- Bring further details around CHC 2.0 and historical context around the decision to May Steering Council</li> <li>- Executive Committee will discuss an implementation plan for CHC 2.0</li> <li>- Courtney will request a summary from CR on user testing for people with lived experience of homelessness and what changes will be made based on the user testing.</li> </ul> | CoC Staff          |          |

### Housing Kent Dashboard

#### Discussion

Evan presented on the KPI 3: Homelessness dashboard from the Housing Kent Data Dashboard, highlighting changes in reporting impacting final numbers. The KPI 3 detail page offers high-level metrics and storytelling, complemented by a metric library for more extensive data exploration. Alex Kontras emphasized the significance of these changes in aligning with community values, and gave



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April 19, 2024 - **DRAFT**

8:30 – 10:30am

|  |                    |          |
|--|--------------------|----------|
| further context on metric rationale. There was discussion around the need for data coordination to avoid working in silos, and coordination efforts were noted.  |                    |          |
| Action Items   | Person Responsible | Deadline |
|  |                    |          |
| <b>CoC Budget</b>  |                    |          |
| Discussion   |                    |          |
| Courtney noted that the Heart of West Michigan United Way Finance Team is adjusting the CoC budget based on changes to funding, and an updated budget will be provided for a vote at the May Steering Council meeting.   |                    |          |
| Action Items   | Person Responsible | Deadline |
|  |                    |          |
| <b>Coordinated Entry Policy</b>  |                    |          |
| Discussion   |                    |          |
| Brienne reviewed changes made to the policy, noting the document was recommended to Steering for approval by the Coordinated Entry Committee. There was discussion and it was recommended to allow mailed grievances as another option as part of the grievance process, which is also available online. <b>Lauren VanKeulen motioned to approve the Coordinated Entry Policy as written, with the change of allowing mailed written grievances as an option to the online process. Paul Smith supported. All in favor, motion carries.</b>  |                    |          |
| Action Items   | Person Responsible | Deadline |
|  |                    |          |
| <b>Any Other Matters by Steering Council</b>   |                    |          |
| Discussion   |                    |          |
| <ul style="list-style-type: none"> <li>- Ryan VerWys shared that Together West Michigan is creating new task forces, noting that more information on this initiative is available on their website.</li> <li>- Kate Berens noted the development of a flowchart outlining how to communicate excess personal property notices and encampment protocols. She encouraged this committee to reach out to her or Courtney with questions or concerns around enforcement.</li> <li>- Tenisa Frye asked for a Wellsky update, and Courtney shared that Wellsky was not the only vendor experiencing issues, and CoCs across the country are being impacted. Alyssa noted the magnitude of the changes made by HUD to data standards, and spoke to the work being done to address the issues.</li> <li>- Lauren VanKeulen requested an update on the Fulton Manor project and its connection to the CoC system. Courtney noted the CoC has not received information on this project, and can ask for a presentation from their agency to Steering.</li> </ul> |                    |          |
| Action Items   | Person Responsible | Deadline |
| Request Fulton Manor Project Update for Steering Council   | CoC Staff          |          |
| <b>Public Comment on Any Item</b>  |                    |          |
| Discussion   |                    |          |
|  |                    |          |
| <b>Adjournment</b>   |                    |          |



**STEERING COUNCIL  
MEETING MINUTES**

April 19, 2024 - **DRAFT**

8:30 – 10:30am

DRAFT



GRAND RAPIDS/WYOMING/KENT COUNTY  
STEERING COUNCIL ANNUAL CALENDAR  
Updated December 2023

**January**

Executive Officer Elections  
Point in Time Count  
Steering Council Annual Conflict of Interest  
Forms Completed  
Strategic Plan: Review and Update

**February**

Steering Council Annual Membership Meeting  
City of Grand Rapids Emergency Solutions Grant  
Application (dependent on City of Grand  
Rapids timeline)  
Data Review  
Budget Presentation and Approval

**March**

Project Performance Discussion  
Data Quality Committee Report  
CoC and ESG Mid-Term Monitoring

**April**

LIHTC Developer Presentations to Steering  
(October Round)  
Point in Time Count Submitted to HUD  
Strategic Plan Review

**May**

Nominating Committee forms  
Governance Charter Recommended Changes to  
CoC Membership  
Staff Evaluations Initiated by Fiduciary

**June**

Steering Council Funding Process Review  
Budget Review  
Open Call for New CoC Members  
PIT Data Released

**July**

NAEH Annual Conference  
Strategic Plan Review

**August**

HUD CoC Program Funding Vote (Dependent on  
release of Program Competition)  
System Performance Measures Reported to CoC  
CoC, Fiduciary, HARA MOU for ESG Execution

**September**

MSHDA Emergency Solutions Grant Application  
HUD CoC Program Application Due (Anticipated)  
PIT Planning Begins

**October**

LIHTC Developer Presentations to Steering  
(April Round)  
Governance Charter Review, including Fiduciary  
MOU  
Strategic Plan Review

**November**

**December**

Steering Council elections (at CoC meeting)  
Staff Evaluations Concluded by Fiduciary  
Budget Preparation Begins  
Strategic Plan: Review & Update Annual  
Priorities

# Monthly Committee Updates for Steering

## MAY 2024

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### **DATA ANALYSIS**

This committee has reviewed the draft PIT (Point-in-Time) and HIC (Housing Inventory Count) reports, reviewed Family Shelter Data Dashboards, and had discussion around family shelter room utilization and challenges around capacity due to staffing.

### **OUTREACH WORKGROUP**

This workgroup has reviewed the preliminary 2024 PIT count numbers and compared to 2023, had discussion around encampment clean-ups, and convened around outreach strategies and solutions.

### **ENDING VETERANS HOMELESSNESS COMMITTEE/VETERANS ACTION BOARD**

The Ending Veteran Homelessness Committee meets quarterly. In April 2024 a committee orientation occurred to bring in additional committee members.

The workgroup for Maintaining USICH Federal Criteria and Benchmarks for Ending Veteran Homelessness (formerly the Maintaining Functional Zero workgroup) continues to meet monthly. The VA, CR, and VOA staff are meeting weekly at Mel Trotter to conduct outreach. Veterans are also encouraged to complete CHC to be assessed and prioritized for available resources.

Public facing dashboards on community level data are reviewed by the committee monthly.

The Veteran Action Board continues to actively recruit new members. Please contact Dan Lee at [dlee@communitybuilders.org](mailto:dlee@communitybuilders.org) for details if you would like to nominate a Veteran for the board.

Three new Veteran Action Board members received orientation and joined the board in April 2024. The VAB is meeting monthly in person and will be receiving training and orientation on committee guidelines.

## Continuum of Care Grant Financial Status

3/31/2024

| Grant                            | Grant Award Amount | Total Projected Expenses | Overspent or (Underspent) | Grant Year End Date | Notes   |
|----------------------------------|--------------------|--------------------------|---------------------------|---------------------|---|
| MSHDA Pass Thru Grants           |                    |                          |                           |                     |   |
| 2022 MSHDA ESF                   | \$ 226,076         | \$ 226,076               | \$ -                      | 3/31/2024           | Extended to 3/31/24 from 9/30/23                                |
| 2023 MSHDA ESM                   | \$ 236,292         | \$ 236,292               | \$ -                      | 3/31/2024           | Extended to 3/31/24 from 9/30/23                                |
| 2022 MSHDA EHV                   | \$ 100,000         | \$ 70,444                | \$ (29,556)               | 9/30/2023           | Grant \$29,556 underspent.                                      |
| MSHDA 2023 ESF                   | \$ 212,175         | \$ 120,540               | \$ (91,635)               | 9/30/2024           | First FSR submitted   |
| MSHDA 2024 ESM02                 | \$ 206,292         | \$ 48,828                | \$ (157,464)              | 9/30/2024           | First FSR submitted   |
|                                  |                    |                          |                           |                     |   |
| HWMUW (Match)                    | \$ 17,000          | \$ 17,000                | \$ 0                      | 6/30/2024           |   |
| City of GR CDBG (Match)          | \$ 20,000          | \$ 20,000                | \$ (0)                    | 6/30/2024           |   |
| City of Wyoming CDBG (Match)     | \$ 5,000           | \$ 5,000                 | \$ 0                      | 6/30/2024           |   |
| HUD Planning 11.30.23            | \$ 217,358         | \$ 217,358               | \$ 0                      | 11/30/2023          |   |
| HUD Planning 11.30.24            | \$ 221,289         | \$ 221,289               | \$ (0)                    | 11/30/2024          |   |
| HUD SSO 5.31.2024 #1             | \$ 228,488         | \$ 228,488               | \$ (0)                    | 5/31/2024           |   |
| HUD SSO 5.31.2024 #2             | \$ 65,950          | \$ 65,950                | \$ -                      | 5/31/2024           |   |
| HUD SSO 1.31.2024 #3             | \$ 210,139         | \$ 166,089               | \$ (44,050)               | 1/31/2024           | Grant underspent.   |
| Kent County CUNP 9.30.24 (Match) | \$ 20,000          | \$ 20,000                | \$ 0                      | 9/30/24             |   |
| Frey Foundation (CoC Transition) | \$ 75,000          | \$ 75,000                | \$ (0)                    | 2/28/2024           | Received verbal extension.                                      |
| Kent County CUNP 9.30.23 (Match) | \$ 14,850          | \$ 14,850                | \$ -                      | 9/30/23             |   |
| DeVos/Trillium Foundation 22.23  | \$ 330,000         | \$ 196,799               | \$ (133,201)              | 1/31/2026           | 3 year award to fund Data Analyst. Forecasted through Dec 2024. |
| HMIS, HUD 11.30.24               | \$ 100,000         | \$ 100,000               | \$ (0)                    | 11/30/2024          |   |
| HMIS, HUD 11.30.23               | \$ 100,000         | \$ 100,000               | \$ 0                      | 11/30/23            |   |
| YHDP Grant                       | \$ 100,000         | \$ 100,000               | \$ (0)                    | 9/30/2024           |   |
|                                  |                    |                          |                           |                     |   |
| Total                            | \$ 3,010,958       | \$ 2,555,052             | \$ (455,906)              |                     |   |

**CoC Fund Balance**

**Fund Balance @ 6/30/20**

\$ -

Add:

|                                      |         |
|--------------------------------------|---------|
| HWMUW grant fye 6.30.21 (not spent)  | 6,600   |
| Mission Matters - Strategic planning | (4,000) |
| Comm Solutions Int'l income          | 1,000   |

**CoC Fund Balance 6/30/22**

**\$ 3,600**

NPTA remaining

100

Kent County ESG (admin)

(909)

Misc small grant closeout adj

(591)

**CoC Fund Balance 6/30/2023**

**\$ 2,200**



## Assessment and Prioritization Pilot Project

For years, communities have seen how assessment tools, prioritization processes, and general practices within coordinated entry systems (CES) exacerbate and create racial inequities in the housing and services needs of clients and do not prioritize clients for appropriate housing in a racially equitable way. Continuums of Care (CoCs) will work together to design more equitable CES processes, especially assessment and prioritization processes, to significantly improve the Homeless Response System experience and the housing stability outcomes for Black, Brown, Indigenous, and all people of color in Michigan.

### Project Goals

In partnership with Black, Brown, Indigenous, and all people of color, as well as people with lived expertise of homelessness, the Planning and Design Team will select 5 CoCs to partner with the Arc4Justice Team to revise and refine the entire assessment and prioritization process in a manner that advances racial equity in the homeless response system. This includes laying the groundwork to develop a more effective assessment/prioritization tool that properly gauges the level of support each person requires. We center racial equity and the voices, brilliance, and gifts of those with lived experience. This pilot program aims to:

- Improve experiences for those who are disproportionately represented in the homeless response system by ensuring that people feel fully seen and respected, and the process is participant-led, trauma-informed, and unbiased.
- Improve housing access and housing stability for those who are disproportionately represented in the homeless response system.
- Document processes, tools, and resources that can be shared with other communities throughout the state to support the ongoing work of advancing a more equitable coordinated entry system.

### Theory of Change

Overall Goal: To Improve the experience and housing outcomes for Black, Indigenous, and people of color.

#### **We believe if communities:**

- Use a racial equity lens (i.e., focus specifically on the lived experiences and perspectives of the racially diverse communities being served) to examine local data and context and identify racial inequities in their system
- Lay the groundwork by assembling, developing, and maintaining a core equity team.

- Bring BIPOC community members and people directly impacted by homelessness into roles that facilitate the co-design of new systems and processes
- Participate in supported group discussions centered in racial equity content
- Engage in improvement projects that test potential racially equitable strategies and processes

**Then we believe that communities will:**

- Learn how to integrate equitable principles and practices in the entire homelessness response system to dismantle systemic racism and other forms of systemic oppression (e.g., ableism, ageism, transphobia, etc.)
- Understand what skills and design structures are necessary to work towards a racially equitable system.
- Test and develop more racially equitable processes that respond to identified racial inequities and local conditions.
- Shift coordinated entry systems in the direction of racial equity.

**What support will the selected communities receive from the Arc4Justice?**

The Arc4Justice has identified members to walk alongside selected communities to offer guidance, support, coordination, and facilitation in pursuit of your community's racial equity goals. The Arc4Justice team will provide racial equity learning opportunities “knowledge bites” and lessons learned from other communities embarking on similar equity projects.

**Communities can expect to receive the following resources and learning opportunities:**

- Supportive coaching, including data support
- Three Knowledge Bite Sessions
  - Racial Equity 101
  - Power Sharing / Power Mapping
  - Data as a Tool of White Supremacy and/or Liberation
- Peer Sharing Opportunities via monthly cohort calls
- Additional one-on-one calls with community peers

**Community Expectations**

**Building a Core Team**

Communities will be expected to convene a Core Team. The Core Team established within each community will lead your community through identifying system disparities using local data, agreeing upon focus area(s), and engaging in rapid iteration to redesign projects to test racially equitable coordinated entry processes. We anticipate weekly meetings and action items between Core Team members, Arc4Justice team

members, and community partners. The Core Team should be comprised of a diverse group of people across race, ethnicity, age, gender, sexual orientation, and experience.

**We recommend that, at a minimum, you include the following stakeholders on your Core Team:**

- Black, Brown, Indigenous, and all people of color
- At least 2 people with lived expertise of homelessness
- HMIS/Data Lead
- CoC, HARA, and/or Coordinated Entry Staff Leads
- Frontline Staff familiar with the coordinated entry process

**The function of Core Team is to:**

- 1) Lead the design, implementation, and evaluation of equity redesign initiatives
- 2) Communicate performance data back to the community to build community will and support for change, and
- 3) Meet regularly to deep dive into community specific data and system needs.

To inform your decision regarding participation and core team members, we anticipate that your core team (5-8 people) will be dedicating about 2-3 hours per week over the next 3 months to participate in:

- Virtual kickoff meetings are anticipated to begin in June 2024
- Weekly Core Team meetings
- Three Knowledge Bites
- Ongoing work outside of meetings

## **Data Responsibilities**

Selected communities must be able to share system-level data points. This data must be pulled from HMIS to be considered for participation. Arc4Justice team members will work with communities to collect and analyze race and ethnicity data related to system-level milestones such as: exits to permanent housing, returns to homelessness, average household length of time in the homeless response system, and more. The content of these quantitative inquiries is flexible and may vary by community.

Qualitative data analysis, focusing on the perceptions and experiences of individuals with lived experience, is crucial to this process. It can include questions around the data collection process, how accessible services are to them, and whether the people serving them and the types of interventions appropriately account for their racial and ethnic experience. CoCs will need to pair the quantitative and qualitative data to fully understand what is going on. Both aspects are critical to understanding whether there are racial disparities in the system and potential causes for those disparities. With that data, communities can then begin the effort of looking for solutions. Improvement will be measured by reviewing system-level data points and qualitative results if a community

chooses to measure qualitative data. Arc4Justice encourages communities to continue to include qualitative feedback to test as part of this system improvement process.

### **What we need from you**

- Energy and openness to trying something new.
- Engagement with cohort communities in a peer sharing space.
- Ability for streamlined rapid testing (not stalled by long decision-making processes).
- **Ability to compensate all team members for their time if they are not already compensated through existing positions/roles.**
- Access to HMIS or other system-level dataset(s) that provide information relevant to racial equity analysis.
- A commitment to reporting system-level racial equity data.
- A commitment to testing and implementing qualitative data collection mechanisms that further racial equity.
- Willingness to explore and interrogate institutional and systemic racism along with dominant culture norms and inherent biases and prejudices.

### **The Arc4Justice team members have committed to the following team values to guide our thoughts and interactions.**

- Center Black, Indigenous, and all people of color in all homeless response system processes.
- Center lived expertise and experience of homelessness.
- Foster relationships that recognize basic human dignity.
- Recognize and honor that Black, Indigenous, and all people of color have always had autonomy and agency over their own liberation.
- Commit to one another to heal internalized racial oppression, whether inferiority or superiority, by creating spaces for others to unpack.
- Do not stay quiet anymore; silence perpetuates suffering and oppression.
- Bring every single piece of ourselves into discussion spaces. “Take me all or leave me all.” Openness and acceptance of full self.
- Confront white supremacy and system disparities.
- Address the way we perpetuate vs. dismantle systems that perpetuate racial inequities.
- We commit to course correction as a way of doing this work. We will not get everything right, so we will keep trying to do better, and publicly communicating that.
- Hold space for discomfort.

*Communities will be invited to develop and establish team values that will guide their equity work.*

### **Submission Process**

To be considered for participation, communities will need to use the following link to submit an [Expression of Interest](#) that answers the following questions:

- Why is it urgent for your community to participate?
- What is the level of support from your CoC leadership, membership, and other stakeholders?
- What previous TA engagements has your community participated in?
- Do you have a core team of individuals meeting regularly to have racial equity conversations that include Black, Indigenous, and all people of color, and people with lived experience of homelessness?
- In what ways is your community willing to do transformational equity work to prioritize input and strategies from people with lived expertise and Black, Brown, Indigenous, and all people of color in ending homelessness, and how would you reimagine this for your community?
- Does your community have a plan and funding mechanisms to equitably compensate core members that have lived experience of homelessness at a rate of \$50 per hour?
- How is your community prepared to start this work?

✓Submit only one Expression of Interest form for your CoC NO LATER THAN 12:00 PM ET on May 31<sup>st</sup> to [racialequity@arc4justice.org](mailto:racialequity@arc4justice.org)

**Communities will be selected and notified by June 6, 2024.**

# Kent County Continuum of Care

## Budget Summary 2024/2025

| Revenue Source                    | Amount             | Comments                           |
|-----------------------------------|--------------------|------------------------------------|
| HWMUW (Match)                     | \$7,000            | Jul-Jun                            |
| City of GR CDBG (Match)           | 20,000             | Jul-Jun                            |
| City of Wyoming CDBG (Match)      | 5,000              | Jul-Jun                            |
| DeVos/Trillium Foundation (Match) | 145,000            | Thru Jan 2026                      |
| HUD Planning                      | 321,307            | Increases to \$395,557 Dec 1, 2024 |
| Kent County CUNP (Match)          | 20,000             | Oct-Sept                           |
| Kent County ESG                   | 25,000             | Jul-Jun                            |
| HMIS                              | 122,344            | Increases to \$138,304 Dec 1, 2024 |
| SSO-CE HUD GRANT                  | 294,438            | Jun-May                            |
| SSO-CE HUD GRANT                  | 210,139            | Feb-Jan                            |
| YHDP                              | 25,000             | Remainder of existing grant        |
| MSHDA ESG                         | 448,467            | Oct-Sept                           |
| <b>TOTAL REVENUE</b>              | <b>\$1,643,695</b> |                                    |

| Expenses                               | Amount              | Description                                |
|--|---------------------|--|
| Staff Salaries + Fringe @30%           | \$610,232           | 7 FTE. See detail.                         |
| Community Inclusion                    | 20,000              | Lived experience workgroups                |
| Professional Fees                      | 24,000              | Strategic Plan (\$10), Single Audit (\$14) |
| Office Supplies & Misc expense         | 2,979               | Staff office supplies                      |
| Computer Software/Web Support          | 85,000              |  |
| Equipment Expense                      | 2,000               | Staff laptop                               |
| Conferences + Professional Development | 24,455              | Development for staff                      |
| Meetings & Misc                        | 2,764               | Offsite meetings                           |
| Parking                                | 10,080              | Parking - 6 spaces                         |
| HMIS License                           | 23,784              | License fee                                |
| United Way Admin                       | 94,029              |  |
| MSHDA ESG Passthrough                  | 438,946             |  |
| CE Passthrough                         | 185,426             |  |
| System Navigator 1                     | 60,000              |  |
| System Navigator 2                     | 60,000              |  |
| System Navigator 3                     | -                   | Funded by ESG grant                        |
| System Navigator 4                     | -                   | Funded by ESG grant                        |
|  | <b>\$ 1,643,695</b> |  |
| <i>Balance</i>                         | <i>\$0</i>          |  |

## Match Funding Summary

|                                   | Match                               | Provided by      | Provided by       |
|-----------------------------------|-------------------------------------|------------------|-------------------|
|                                   | Match Needed                        | subrecipients    | COC grants        |
| HWMUW (Match)                     |                                     |                  | 7,000             |
| City of GR CDBG (Match)           |                                     |                  | 20,000            |
| City of Wyoming CDBG (Match)      |                                     |                  | 5,000             |
| DeVos/Trillium Foundation (Match) |                                     |                  | 145,000           |
| HUD Planning                      | 80,327                              |                  |                   |
| Kent County CUNP (Match)          |                                     |                  | 20,000            |
| Kent County ESG                   | 25,000                              |                  |                   |
| HMIS                              | 30,586                              |                  |                   |
| SSO-CE HUD GRANT                  | 73,610                              | 46,447           |                   |
| SSO-CE HUD GRANT                  | 52,535                              | 29,910           |                   |
| YHDP                              |                                     |                  |                   |
|                                   | <b>\$ 262,057</b>                   | <b>\$ 76,357</b> | <b>\$ 197,000</b> |
|                                   | Match funding in excess of required |                  | \$11,300          |

- COC FTE:
- CoC Director
  - CoC Program Manager
  - Administrative Assistant
  - CE Manager
  - Data Analyst
  - HMIS Administrator
  - YHDP Coordinator