

**Memorandum of Agreement Between
The Homeless Continuum of Care of Stark County
and
Stark Housing Network, Inc.**

This memorandum of agreement (MOA) is entered into this 16 day of August, 2018, between the Homeless Continuum of Care of Stark County (HCCSC) and Stark Housing Network, Inc. ("SHNI").

Formed in 2013, the HCCSC is an unincorporated association consisting of representatives of diverse organizations who, as members of the HCCSC, work together to end homelessness in Stark County, Ohio. The association was formed in response to changes in two federal grant programs that provide funding for shelter, housing, and other projects serving people who are homeless, who have been homeless, or who are at risk of homelessness: the U.S Department of Housing and Urban Development's Continuum of Care (CoC) Grant and Emergency Solutions Grant (ESG) programs. The HCCSC's primary goal is to ensure that Stark County engages all relevant organizations in developing and operating a system of care that meets HUD requirements and thereby enables local agencies to qualify for ESG funds and compete successfully in the annual CoC Grant Program Competition.

SHNI is a nonprofit corporation formed in 2016 to employ expert staff and supply other resources necessary to guide, coordinate, and facilitate wide-ranging efforts around Stark County to address homelessness. The corporation is governed by a board of directors consisting of representatives of Stark County, its three largest cities, and its business and philanthropic communities. The SHNI Board decides what resources the SHNI needs and how those resources will be deployed to further the organization's mission.

This MOA delineates how the SHNI will use its resources to help the HCCSC fulfill the responsibilities it must meet to qualify Stark County agencies for CoC and ESG grant funding. Those responsibilities are outlined in Subpart B of the Interim Final Rule (24 CFR 578) governing the CoC Grant Program, which HUD adopted on July 31, 2012. HUD continues to expand and elaborate these responsibilities through periodic guidance and notices. In addition, the MOA assigns to SHNI tasks that a CoC must fulfill to ensure that local programs serving the homeless qualify for other public and private grant dollars.

On May 9, 2017, the HCCSC Board of Directors approved the appointment of SHNI as the HCCSC's collaborative applicant, effective immediately upon the SHNI Board's acceptance of that appointment, the Internal Revenue Service's recognition of SHNI as a public charity, and HUD's approval of the appointment. Following the satisfaction of these three conditions, SHNI became the HCCSC's collaborative applicant on August 17, 2017.

As HCCSC's collaborative applicant, SHNI is the sole entity eligible to apply for the "planning funds" available to the HCCSC through HUD's CoC Grant Competition. It is the intention of both SHNI and HCCSC that SHNI will apply for these funds annually and use them along with other resources it secures to provide the following services for the HCCSC:

1. Carry out all the functions HUD assigns to the collaborative applicant of a CoC as well as all the functions that HCCSC policies assign to HCCSC's designated collaborative applicant;¹
2. Serve as the HCCSC's primary contact with individuals and entities, including funding sources, that are seeking endorsements from or information about the HCCSC or the homeless system;
3. Maintain current, in-depth knowledge of HUD requirements, recommendations, and guidance pertaining to the CoC Grant and ESG programs; promptly alert the HCCSC Board to any shortcomings in the local homeless system (including structural defects and performance deficiencies) that threaten the funding Stark County receives from these programs; and work with HCCSC's Board and members to develop and execute plans to cure these shortcomings;
4. Maintain a working knowledge of the requirements of other local, state, and federal programs that are actual or potential sources of funding for shelter, housing, and services for the homeless; advise the HCCSC Board and local projects about ways these other funds can be used to supplement CoC and ESG funds and maximize overall support for Stark County's system of care for the homeless; and, with the help of the HCCSC Board and committees, carry out any responsibilities that a CoC must fulfill to enable local projects to qualify for these funds ;
5. In consultation with the HCCSC Board, schedule and plan at least three HCCSC membership meetings a year and work with the HCCSC Board Secretary to ensure that accurate minutes of those meetings (including the names and of all those attending the meeting) are recorded and publicly posted as required by HCCSC policies;
6. Invite members of the public to join the HCCSC at least once a year, as prescribed by HCCSC policies, and annually update the HCCSC's membership list to include the names of all members, their contact information, and their affiliations with "relevant organizations" that must be represented in the HCCSC;
7. Make its executive director available to chair the HCCSC Board at the request of that board;
8. Operate or contract with one or more other entities to operate a coordinated entry system and a homeless management information system (HMIS) that complies with HUD requirements;
9. By reviewing HUD feedback from recent CoC Grant competitions and other HUD guidance as well as feedback from CoC members, identify annual priorities for the HCCSC Board and its committees and recommend the creation of new committees or workgroups as necessary to address these priorities;
10. Provide staff support to the HCCSC's Board, committees, and workgroups as necessary to fulfill the responsibilities assigned to those groups, including the responsibilities to record and post minutes of their meetings;

¹ The SHNI and the HCCSC hereby agree that, following the date of this letter, the HCCSC will adopt no policies assigning new responsibilities to the collaborative applicant without prior approval from SHNI's Board of Directors.

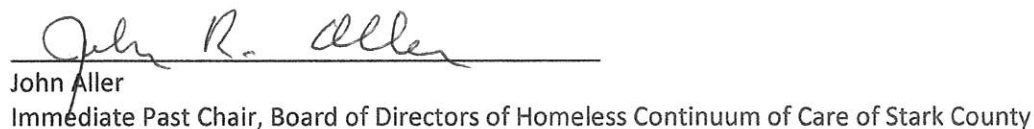
11. Work with the HCCSC Board and appropriate committees and workgroups to ensure that the HCCSC's governance charter and all its policies and procedures are updated at least annually to accurately reflect local practices and conform to any new HUD requirements and guidance;
12. Following HCCSC policies and procedures, review projects funded by CoC or ESG grants at least annually to assess their outcomes and their compliance with HCCSC and HUD requirements;
13. Oversee a countywide competition to determine which local projects will be included in HCCSC's annual Consolidated Application for CoC grant funds and ensure that all HCCSC policies and procedures related to that competition are followed; and
14. Collaborate with each of the local governmental units in Stark County that are required to submit Consolidated Plans and Annual Action Plans to HUD in (a) developing plans to end homelessness in Stark County and (b) identifying for available HUD funding projects that will promote those plans.

This Agreement shall remain in effect until terminated by either party with not less than sixty (60) days prior written notice.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year indicated above, by affixing the signature of duly authorized persons



Janet Weir Creighton
Chair, Stark Housing Network, Inc, Board of Directors



John Allen
Immediate Past Chair, Board of Directors of Homeless Continuum of Care of Stark County