



CONTINUUM OF CARE AND COLLABORATIVE APPLICANT MEMORANDUM OF UNDERSTANDING

BETWEEN **CITY OF INDIANAPOLIS DEPARTMENT OF METROPOLITAN DEVELOPMENT (THE COLLABORATIVE APPLICANT) AND BLUEPRINT COUNCIL (CONTINUUM OF CARE GOVERNING BODY)**
Effective July 1, 2023 – June 30, 2024

This MEMORANDUM OF UNDERSTANDING (MOU) is hereby made and entered into by and between the City of Indianapolis Department of Metropolitan Development hereinafter referred to as the Collaborative Applicant, and the Indianapolis Continuum of Care Governing Body hereinafter referred to as the Blueprint Council.

PURPOSE OF THIS MOU:

This agreement affirms the role of DMD as the Collaborative Applicant for Continuum of Care funding and the Participating Jurisdiction for the Emergency Solutions Grant. In both cases, DMD fiscally and administratively manages both funding resources upon the advisement of the Indianapolis Continuum of Care (CoC). The CoC is the collaborative body implementing homelessness prevention and intervention strategies for individuals and families experiencing homelessness. The Blueprint Council is the governing body of the CoC and is responsible for setting CoC goals, priorities, and strategies. The Collaborative Application is the designated entity to collect all application materials and submit the annual CoC Consolidated Application for funding on behalf of the CoC.

BACKGROUND:

The CoC Governance Charter was revised and codified on May 22, 2019. The charter sets forth the guiding principles of membership and participation in the CoC, responsibilities delegated by the CoC to the Blueprint Council, committees, and agents, and provisions for CoC governance through the BPC and key policies and priorities.

The Continuum of Care Mission, Vision, Purpose & Responsibilities

Mission: The mission of the CoC is to coordinate all stakeholders, systems, and resources available with the goal of preventing and ending homelessness in Indianapolis by ensuring that homelessness is rare, brief, and nonrecurring.

Vision: We believe everyone has the right to be housed and connected to care.

Purpose: The CoC is a collective impact endeavor that aims to align and organize all homelessness prevention and response resources and activities to achieve a measurable reduction in homelessness and embodies three concepts:

- (1) *A Working Coalition:* It is the collection of individuals and entities that have specifically committed to aligning resources and activities to implement the Indianapolis Community Plan to End Homelessness.
- (2) *A System of Housing & Services:* It is the system of housing and service entities that provide a broad range of homelessness prevention and intervention services to the community, the pieces of which leverage one another in assisting individuals and families move to stable housing. It incorporates outreach, engagement, assessment, prevention, shelter, housing, and services to successfully achieve housing stability.
- (3) *The HUD CoC Program-Defined Continuum of Care:* It is the delegated local community planning body that awards access to HUD's CoC Program funding to nonprofit and faith-based providers and state and local governments to meet the specific needs of people who experience homelessness and promotes the effective utilization of these programs and mainstream resources.



Collaborative Applicant Responsibilities

For purposes of the annual HUD Notice of Funding Opportunities (NOFO) application, the Blueprint Council must designate a grant recipient to be the Collaborative Applicant. Specific responsibilities of the Collaborative Applicant are further detailed below:

NOFO and CoC Program Responsibilities:

- Assemble and submit the CoC Consolidated Application to HUD by the deadline
- Complete the Consolidated Plan
- Apply for grants from HUD on behalf of the CoC and in alignment with the priorities established by the CoC
- Apply for and receive CoC Program planning funds on behalf of the Continuum
- Allocate planning funds to the named CoC Lead Agency
- Establish priorities for funding projects with collaboration with the Blueprint Council and appropriate CoC workgroups
- Support a collaborative, fair, and transparent process for developing applications and approving submission of applications in response to CoC Program NOFO
- Provide technical assistance in the planning of current and new opportunities for projects addressing homelessness regarding HUD guidelines, city processes, and grant administration
- Provide annual CoC training and NOFO informational sessions
- Assure fair housing practices as a recipient of federal funding, including the enforcement of all federal and state laws and local ordinances that require fair housing for all residents.
- Enforce federal regulations associated with CoC and ESG funding
- Collaborate with the HMIS Lead to support project performance monitoring for CoC and ESG funded projects in alignment with expectations set forth by HUD and the Blueprint Council
- Collaborate with the CoC Lead Agency to support adherence to written standards through regular monitoring

CoC Governance and Project Management Responsibilities:

- Develop and maintain workplans for key projects utilizing project management platform
- Recruit effective workgroup participants and critical voices inclusive of people with lived experience
- Provide facilitative leadership to workgroups including setting clear goals, objectives, agendas, and accountability plans
- Prepare work products to support an efficient, inclusive, and transparent CoC process (workflows, policies, procedures, trainings, etc.)
- Participate in project management meetings and coordination meetings in collaboration with the CoC Lead Agency
- Support open, transparent, and continuous communication with partners, CoC membership, and the broader public
- Provide communication and essential CoC materials and documents to the CoC Lead to share on website, social media, etc.
- Collaborate with the CoC and HMIS Lead, review and revise annual NOFO scoring tool to align with goals and priorities, establish and implement a NOFO performance monitoring process
- Collaborate with the CoC and HMIS Lead, support new project set up including onboarding to the CoC, Coordinated Entry, and HMIS.



2023-2024 Priorities

- In collaboration with the CoC Lead, identify opportunities for targeted technical assistance and training to improve service delivery, advance racial equity strategies, and improve housing outcomes.
- Develop a comprehensive strategic investment plan to prioritize the use of key resources in alignment with CoC and Blueprint Council goals¹.
- Continue to manage and advance the permanent supportive housing pipeline including alignment to service funding through the Housing to Recovery Fund.
- Design and launch a master leasing initiative to address chronic and unsheltered homelessness.

The Blueprint Council and Collaborative Applicant agree that this MOU can be modified annually during the annual review and renewal process to ensure alignment to CoC goals and priorities and any charter changes. The review and renewal process must be complete before the expiration of the current MOU.

Agreed to by:

DocuSigned by:

David Greene, Blueprint Council Chair

Chair, Blueprint Council

Date 6/28/2023

DocuSigned by:

Rusty Carr, Director Department of Metropolitan Development

Director, DMAD

Date 6/28/2023

¹ Sample Strategic Investment Plan from Baltimore: [StratInvestmentPlan_Final_Mar2022.pdf \(baltimorecity.gov\)](https://www.baltimorecity.gov/StratInvestmentPlan_Final_Mar2022.pdf)

