

Membership Commitment Form

It is the goal of the Pinal County Coalition to End Homelessness (PCCEH) to establish a collaborative, effective, coordinated service system to end homelessness in Pinal County and improve services for persons experiencing homelessness. To accomplish this goal, PCCEH engages all community stakeholders to participate in its coordinated efforts. Community stakeholders include homeless service providers, governmental entities, faith-based providers, emergency services providers, mainstream services providers, school liaisons, and other community members interested in ending homelessness.

Membership in the PCCEH is open to any organization or individual that embraces the mission, values, and goals of the PCCEH. The organization or individual must have an interest in understanding and addressing the issues related to homelessness, and a desire to participate in some way in the most current PCCEH approved strategic plan to end homelessness in Pinal County.

By committing to the PCCEH, the undersigned becomes a member and agrees to follow and support and participate in the coordinated community efforts including Coordinated Entry, service coordination, data sharing and case conferencing.

This agreement is in effect from date of signature below and will be renewed annually in January.

Pinal County Coalition to End Homelessness (PCCEH) shall:

- Facilitate coalition and committee meetings.
- Develop a Coordinated Entry system for Pinal County to assess, prioritize and facilitate timely prioritized referrals to appropriate housing options in Pinal County.
- Facilitate case conferencing meetings of homeless service and housing providers to coordinate services to prioritize, engage, and connect homeless individuals and families to available housing resources.
- Maintain and oversee appropriate use and access to Pinal County By Name List from the AZBOSCOG HMIS system for use in case conferencing and other service coordination issues.
- Ensure that individuals and families assessed by participating agencies will be included in by name lists for housing prioritization.
- Provide active referrals of prioritized individuals to housing providers as quickly as possible; and
- Provide and share local HMIS service reports and outcomes to assist in planning and service coordination.

Members may:

- Use the AZBOSCOC HMIS system:
 - Sign an HMIS partnership agreement with the Arizona Department of Housing.
 - Adhere to the AZBOSCOC HMIS Policies and Procedures, Data Sharing Policies, Records Retention Policies, Privacy Policy and Notice, and the Data Quality Policy and Procedures.
 - Staff participating in case conferencing will sign HMIS User Ethics Agreement, if applicable.
 - Ensure all clients provide informed consent to share information as documented by a signed release of information. Their information may be shared for the purpose of case conferencing and/or service coordination including housing.
 - Agree to recognize VI-SPDAT and AZBOSCOC service prioritization processes as part of local coordinated entry and service coordination including case conferencing; and
 - Assist Coordinated Entry and local providers by reporting on clients' status changes including permanent housing placements and institutionalizations (ex: jail, hospital).
- If HMIS is not used, agency agrees to recognize AZBOSCOC confidentiality and data sharing protocols in case conferencing and other service coordination efforts.
- Domestic Violence serving organizations are exempt from using the HMIS system. However, a comparable database must be used.
- Become a Coordinated Entry site:
 - Conduct the VI-SPDAT on individuals and families who are experiencing homelessness.
 - Entering assessed individuals and families in the AZBOSCOC HMIS; and
 - Participate in Coordinated Entry Training.

Members shall:

- Refer individuals and families experiencing homelessness to the Pinal County coordinated entry system for housing assessment and referral.
- Participate in local PCCEH coalition meetings a minimum of four times per year.
- Participate in at least one local PCCEH committee.
- Agree to adhere to the PCCEH Coordinated Entry Policies and Procedures.
- Identify one voting member and one alternate.
- Vote on all opportunities brought forth to the membership, including leadership elections, and other official PCCEH business.
- Renew their membership every January by completing an updated committed agency form; and
- Partner with and provide support through the services identified below to member agencies who are applying for grants that further the mission of the Coalition. This may require a formal letter of support or memorandum of understanding.

- Where a public facility is available, members will sign up to be listed on the Pinal County Heat Relief Network map for a heat relief station or a hydration station and sign up on the Arizona Department of Health Services Arizona at:

<https://survey123.arcgis.com/share/6ae334dfa1e948378ca3f3b7c62388e7>

- Members shall register their agency with 211 Arizona. Some agencies may not be considered depending on whether they meet 211 Arizona qualifications. You can register at the Get Listed page, use the link below:

<https://211arizona.org/providers/get-listed/>

- Members shall provide data upon request by PCCEH. Data will be collected on services and resources provided by the agency. PCCEH will not collect data on client information.

Participating Housing Service providers shall:

- Participate in PCCEH coalition and committee meetings, provide feedback, gain information regarding updates and changes in order to help design and improve local service delivery and end homelessness in Pinal County.
- At least one individual with knowledge of the organization and programs and services must attend **ALL** Coordinated Entry and By-Name-List meetings, to ensure referrals of prioritized individuals to housing providers as quickly as possible.
- Maintain and share documentation of housing eligibility criteria to facilitate appropriate housing referrals from the coordinated entry system and case conferencing process.
- If Service Provider offers permanent, transitional and/or rapid re-housing units/beds, service provider agrees to:
 - Accept prioritized referrals from local coordinated entry system.
 - Share bed availability with Coordinated Entry committee to report vacancies in a timely manner.
 - Update HMIS in a timely fashion regarding client stays/bans/alerts.
 - Update HMIS referral outcomes within 14 days; and
 - Maintain HMIS system regarding shelter/program eligibility requirements.

Committees:

Please identify a committee on which you would like to participate:

- Active involvement in the AJ or CG Coalitions.
- Membership Committee – helps to recruit members in specific focus areas to create a more robust Coalition.
- Outreach Committee – plans and conducts outreach activities to meet our clients where they are.



- Access and Opportunity Committee – helps to guide our actions to ensure we are being fair and equitable with our services.
- Point-In-Time Committee – plans and volunteers for the annual count.
- Coordinated Entry and By-Name-List Committee (CE/BNL) – if you are a housing agency, you must participate in this committee.

AJ or CG Coalition		Membership		Outreach	
Access and Opportunity		Point-In-Time		CE/BNL	

Please select the sectors that best describe the services of your organization.

Affordable Housing Developers	Individuals that self-identify as LGBTQ+	
Agencies that serve survivors of human trafficking	LGBTQ+ Advocacy Organizations	
Agencies that serve veterans	Law Enforcement (e.g. Sheriff, City Police Dept.)	
Agencies that serve individuals who identify as LGBTQ+	Local Government Officials (e.g. County/City Manager)	
Agencies that serve elders/seniors	Local Government Staff	
Agencies that serve individuals with developmental disabilities	Local Jail	
Agencies that provide employment services (e.g. Goodwill, AZ@ Work)	Mental Health Service Organization	
Behavioral Health Providers	Non-CoC Funded Emergency Shelter	
Businesses	Non-CoC Funded Victim Service Providers	
Community College/University	Non-CoC Funded Youth Homeless Organizations	
CoC Funded Emergency Shelter	Organizations led by and serving LGBTQ+ Persons	
CoC Funded Victim Service Providers	Organizations led by and serving people with disabilities	
CoC funded Youth Homeless Organizations	Peer Support Agencies	
CDBG/HOME/ESG Entitlement Jurisdiction	Other Homeless Sub-population Advocates	
Courts (indicate Municipal, Justice, Superior)	Privately Funded Emergency Shelter	
Crisis Response Teams	Public Health	
Disability Advocates	Public Housing Authority	
Disability Service Organizations	Rehabilitation Centers	
Domestic Violence Shelters	Assisted Living Housing organizations	
Domestic Violence Service Providers	RBHAs	
Survivors of Domestic Violence	School Administrators	
EMS/Crisis Response Teams	Mc Kinney Vento School Homeless Liaisons	
Early Childhood Programs/Provider	Street Outreach Teams	
EMT/Emergency Services	Substance Abuse Service Organization	
ESG-Funded Emergency Shelter	Tribal Community(ies) Representative(s)	
Faith Community	Veterans (individuals who are veterans)	
Healthcare Providers	Youth Advocates	
Healthcare Networks/MCO's	Youth Homeless Organizations	
Hospitals	Youth Service Providers	

Please provide a list of services your organization offers and include specialized populations served:

By signing this commitment, you agree to receive email notifications. Furthermore, you agree to identify (if possible) a voting member that has lived experience to represent your agency at the Coalition meetings. Please submit this form to grants@pinal.gov.

Agency

Date

Name of voting member

Name of alternate voting member

Email address

Email address

Has lived experience

Has lived experience

Signature