

MWHI Program Coordinator Year 1 Work Plan Proposal

Project 1: Co-Create Systems Inventory Map for Area (to include resources, assets, services etc. reflective of the 5 Jurisdictions); Per Scope of Work					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Identify and contact Stakeholders	April 2018	Interested stakeholders identified;	Number of stakeholders contacted, number of stakeholders interested in participation	Program Coordinator; Steering Committee; Health and Housing Workgroup	Discussion at Health and Housing Workgroup to include service mapping as a part of monthly meetings; focus on subpopulations
Update public funds money map	April-May 2018	2016-2017 money map created	Creation of updated public funding map	Program Coordinator	Working on updates currently; Seattle money map graphic; current version includes Marion County, Salem, working to include Keizer, Monmouth and Independence.
Hold mapping conversation(s) to include: inventory of services, funding, areas of expertise, and areas of need	May-September 2018	Preliminary inventory map to illustrate basic framework created, communication among stakeholders and discussion of shared vision and collective impact	Creation of inventory map, number of stakeholders participating in mapping	Program Coordinator; Stakeholders; Health and Housing Workgroup	
Create report and recommendations, in collaboration with stakeholders	May-September 2018	Concise report and map, outlining findings and recommendations created	Creation of report document, number of stakeholders participating	Program Coordinator; Stakeholders	
Present final product(s) to Steering Committee	October 2018	Current state of service continuum outlined; recommendation, possible next steps identified	Presentation of findings, plan to move forward	Program Coordinator	Systems to include: -Direct Services -Housing -Health and mental health systems -Child welfare -Schools -Justice System

Project 2: Initiate a conversation with the school districts within Marion and Polk counties to address barriers that homeless children face; Per Objective 3.5					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Identify and contact appropriate school representative(s) /stakeholder(s)	April 2018	Key school representatives/stakeholders identified	Number of stakeholders identified Number of stakeholders contacted Number of stakeholder meetings held	Program Coordinator; Steering Committee	Julie w/ S.T.E.P
Meet with those identified to develop map illustrating barriers to that homeless children face, collaborate recommendations/solutions	May-September 2018	Barriers and possible solutions discussed; possible partnerships identified	Report findings in mapping report Re: Project 1	Program Coordinator; Schools	
Present findings to Steering Committee/stakeholders	September 2018	Communicate findings in report	Presentation of findings	Program Coordinator	As a part of project 1.

Project 3: Engage in ongoing partnership, planning and negotiation with ROCC (Balance of State); Per Scope of Work					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Meet with Rural Oregon Continuum of Care (ROCC-Balance of State CoC) representative regularly to build relationship and improve communication channels	Ongoing	Strong communication and relationship between region and ROCC established. Region-specific participation plan/approach discussed; avenue for community stakeholders and ROCC representatives to plan and discuss CoC participation	Number of meetings; scheduling of regular meetings, participation in ROCC meetings/events	Program Coordinator; ROCC	
Conduct a cost benefit analysis (CBA) of CoC options	August-September 2018	Pros and cons to local CoC options discussed and assessed	Creation of CBA document	Program Coordinator	
Report analysis findings to Steering Committee;	October 2018	Findings on how to best position region for success communicated and discussed	Presentation of findings	Program Coordinator; Steering Committee	
Project 4: Research, identify and evaluate effective means to address panhandling and identify alternatives for implementation; Per Scope of Work, Objective 4.3					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Research best-practice, scientific-based findings, approach to address panhandling, including researching past approaches (City of Salem's "Give Hope, Not Money")	July-August 2018	Best-practice framework established; "Give Hope, Not Money" program assessed against available evidence; alternatives identified as needed	Report of best practice framework	Program Coordinator	
Based on findings, create case study reports	September-October 2018	Case-studies illustrating success and challenges of other communities' approaches; recommendations for implementation	Case studies developed	Program Coordinator	
Report findings to Steering Committee	October-November 2018	Findings communicated; whether/how to move forward discussed	Presentation of findings	Program Coordinator; Steering Committee	

Project 5: Implement financial literacy objectives in MWHI Strategic Plan; Per Objectives 5.2, 5.3; Scope of Work					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Assist NEDCO, MaPS Credit Union and others in implementing site-based financial literacy trainings	April-June 2018	Partnership opportunities discussed and identified; training classes coordinated as needed	Number of sites Number of trainings offered Number of clients/participation rates	Program Coordinator; Project Partners	Met with NEDCO, Maps, Key Bank; Hanna Morell (financial literacy advisor). St. Francis expressed interested in possible partnership
Implementation TBD	TBD	TBD	TBD	TBD	
Assist the school districts within Marion and Polk Counties to offer effective and relevant financial literacy training in selected schools through proven curriculum materials and community trainers	September 2018-January 2019	Partnership opportunities discussed and identified; training classes coordinated as needed	Number of training courses offered Number of students in attendance	Program Coordinator; Project Partners; School Districts	Met with Maps and KeyBank; may be interested in taking curriculum into schools
Implementation TBD	TBD	TBD	TBD	TBD	

Project 6: Begin implementation of Objective 1.6: Advocate for the development and implementation of a Multi-Jurisdictional Development Team through a collective MOU for coordination of funding sources; Per Objective 1.6					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
Research development team structure, functions and agreements of other communities	July-September 2018	Discuss and report on what other communities are doing regarding coordination of funding sources for affordable housing	Report on findings	Program coordinator	Met with Beth Hays, Ron Hays and NEDCO; contacted Housing Works; in process of scheduling a meeting with Portland development team.
Report findings and define desired outcomes for team	October-November 2018	Shared vision of team	Creation of outcome objectives	Steering Committee; Program Coordinator	
Based on findings and Steering Committee's decisions, explore the development and adoption of a MOU	TBD	Agreement and understanding between willing jurisdictions/stakeholders established	MOU developed and signed, if applicable	Steering Committee	

Project 7: Begin implementation of Objective 2.3: Provide coordinated, inclusive and transparent management of the region's approach to emergency housing and related services; Per Objective 2.3					
Key Action Steps	Timeline	Expected Outcome	Data Source and Evaluation Methodology	Person/Area Responsible	Comments:
(7.1) Identify potential workgroup members for HMIS/Community Coordination workgroup	June-July 2018	Workgroup established		Program coordinator; Steering Committee	Exploring HMIS/Continuum of Care Hub/Workgroup
(7.1) Per Objective 2.3 Convene workgroup regularly to: <u>Examine HMIS participation rates to determine the degree of community coordination in future cooperative applications</u>	August 2018-January 2019 (ongoing)	Discussion and recommendations on common database collection and definition of metrics	Development of plans and recommendations regarding HMIS participation. Number of meetings held; regular presentation of updates/recommendations Defined metrics	Program coordinator; Workgroup	In process of defining metrics for Strategic Plan
(7.1) Explore and create MOU among regional entities	TBD	Discuss whether an MOU is needed based on workgroup's recommendations	MOU developed and signed (if applicable)	Steering Committee; Program Coordinator	
(7.2) Identify and appoint members for emergency housing/shelter workgroup	June-July 2018	Workgroup established		Program Coordinator, Steering Committee	
(7.2) Per objective 2.3 Convene workgroup regularly to: <u>Examine emergency sheltering plan</u>	August 2018-January 2019 (ongoing)	Exploration of current resources, plan and what other counties/communities are doing regarding emergency sheltering	Recommendation regarding emergency sheltering plan, centered on coordination of services	Program coordinator; Workgroup	
(7.2) Explore and create MOU among regional entities, if applicable	TBD	Discuss whether an MOU is needed based on workgroup's recommendations	MOU developed and signed (if applicable)	Steering Committee; Program Coordinator	

	Following tasks are already underway/under different lead; Program Coordinator to support as needed or as requested throughout Year 1	
Support	Endorse and support Willamette Valley Community Health Coordinated Care Organization in taking the lead role in the pursuit of a regional Coordinated Health Partnership; Per Objective 3.6	Health and Housing Workgroup
Support	Explore and adopt a comprehensive statewide resource network; Per Objective 3.9	Marion County
Support	Per Objective 3.11: Through consultation with service agencies and first responders, utilize CDL/HMIS to:	In collaboration with CAA
	3.11.1 Establish definitions within homelessness (chronic homelessness, street homelessness etc.)	In collaboration with CAA
	3.11.2 Create a template for collection of data across agencies providing a cohesive data collection system in which to move forward with solutions	In collaboration with CAA
	3.11.3 Better assist vulnerable populations	In collaboration with CAA
	3.11.4 Base results of performance measures	In collaboration with CAA
Support	Implement the following assessment tools to assist in agency decisions about allocating resources: SPDAT, VI-SPDAT, VAT; Per Objective 3.12	CAA
Support	Support Salem Health, City of Salem, Marion County and other nonprofit organizations in efforts to create a sobering center in the Salem area; Per Objective 3.14	City of Salem; Marion County; Salem Health
Support	Prioritize runaway and homeless youth as a major focus; work to identify gaps in services and resources needed to fill gaps; Per Objectives 2.1a, 6.1	The Challenge Team; WVCH
	Support The Challenge and development of RHY Shelter	The Challenge Team
	Support WVCH Project Teen 2018 program initiative, based on gap in street outreach/ sexual health	WVCH
Support	Support the housing authorities in their efforts to increase prioritization of housing vouchers for homeless families or victims of domestic violence; Per Objective 6.4	Housing Authorities; Center for Hope and Safety
	Following tasks are outlined in scope of work, and are ongoing efforts; Per Scope of Work	
Ongoing	Identify and report on national best practices and state-level legislation, policies, and other practices that could enhance MWHI implementation	Program Coordinator
Ongoing	Conduct ongoing evaluation of the efficacy of the homeless services continuum and provide feedback to relevant stakeholders on persistent gaps, needs, and barriers to addressing homelessness; re: Project 1	Program Coordinator
Ongoing	Compile and analyze periodic reports regarding the volume and demography of the homeless population and current state of resources; re: WP Project 1	Program Coordinator
Ongoing	Provide informational updates via newsletter, presentations, and interpersonal communication; Quarterly Newsletter	Program Coordinator