

**SCHENECTADY COUNTY HOMELESS SERVICES PLANNING BOARD**  
**STRATEGIC PLANNING COMMITTEE**

**Workplan**

**Goal #1: Expand community engagement among service providers county-wide to increase and enhance service delivery at a systems level.**

<b>Strategy</b>	<b>Responsible Party</b>	<b>Action Item</b>	<b>Timeframe</b>
1. Enact the Coordinated Entry Marketing Plan to build relationships with partners in communities not traditionally served (i.e. rural communities, such as Duanesburg and Rotterdam Junction) and raise awareness of homelessness services.	Coordinated Entry Committee	a. Identify systems/communities HUD recommends coordinating with in the CoC Application.	
		b.	
		c.	
2. Support the Homeless Housing Services Network in sharing information about issues and opportunities in the community among neighbors, neighborhood associations, activists, churches and providers.	Homeless Support Services Network (HSSN)	a.	
		b.	
		c.	
3. Formalize coordination with DSS, jails/prisons, mental health facilities, hospitals, and the foster care system to prevent homelessness	Systems Committee	a. Evaluate system coordination that already exists.	
		b.	
		c.	

**Goal #2: Develop resources to support increasing the supply of Permanent Supportive Housing units, and continue to develop effective access to these units and Intensive Case Management by prioritizing the most vulnerable.**

Strategy	Responsible Party	Action Item	Timeframe
1. Utilize Systems Performance Measures to identify priorities to guide development of new permanent housing units.	Data Committee & CoC Committee	a.	
		b.	
		c.	
2. Increase the number of Permanent Supportive Housing units within the community that provide or link clients with intensive case management services.	CoC Committee	a. Prioritize CoC Reallocation and Bonus funding for Permanent Supportive Housing programs with intensive case management.	
	Systems Committee	b. Support agencies in (1) applying for funding or (2) building relationships with resources in the community in order to provide intensive case management at Permanent Supportive Housing sites (i.e. to apply for NYSSHP funding to hire additional onsite case management; or connect with Health Home Care Managers to provide onsite services to).	
	c.		
3. Continue development of the Coordinated Entry system to ensure quick, appropriate, and successful	Coordinated Entry Committee	a.	
		b.	
		c.	

placement of clients from shelter to permanent housing.			
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**Goal #3: Increase development of and access to quality affordable housing.**

Strategy	Responsible Party	Action Item	Timeframe
1. Coordinate with City Code Enforcement to (1) lessen the strain on the homeless housing and service provision system and (2) ensure quality housing for prospective tenants.	HSPB Board Collaborate with the Eviction Task Force	a.	
		b.	
		c.	
2. Create a centralized Housing Placement Specialist position who works with clients to locate quality affordable housing units within clients' budgets and/or subsidy limits.	Systems Committee	a.	
		b.	
		c.	
3. Collaborate with a local landlord association to better connect clients with quality affordable housing units.	HSPB Board Collaborate with the Eviction Task Force	a. Support implementation of landlord trainings that promote the benefits of accepting local rental subsidies, landlord-tenant mediation methods and best practices in maintaining quality housing (i.e. landlord certification in pest control).	
		b. Create and maintain a list of landlords with quality affordable housing units who regularly accept local rental subsidies.	
		c. Collaborate with landlords and tenants to access prevention resources prior	

		to accruing significant rental arrears.	
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**Goal #4: Engage additional partners and seek additional resources to identify and provide necessary support services to homeless households and previously homeless households.**

Strategy	Responsible Party	Action Item	Timeframe
1. Engage with additional partners, such as Health Homes, Managed Care Organizations, and Schenectady County Department of Mental Health to identify and provide necessary intensive case management services to clients in permanent housing.	Systems Committee	a.	
		b.	
		c.	
2. Investigate developing a street outreach team to reach out to the chronically homeless and most vulnerable.	Homeless Supports Services Network (lead) and Coordinated Entry Committee (secondary)	a. Meet with existing Capital Region street outreach programs to brainstorm ideas for program development.	
		b.	
		c.	

**Goal #5: Identify methods to prevent and divert homelessness when appropriate.**

Strategy	Responsible Party	Action Item	Timeframe
1. Incorporate prevention services into the Coordinated Entry system.	Coordinated Entry Committee	a.	
		b.	
		c.	
2. Increase funding for prevention services through foundations, private sector businesses, HSPB dues, etc.	HSPB Board	a.	
		b.	
		c.	
3. Collaborate with a local landlord association and renters to understand available resources and support before a renter is evicted.	Eviction Task Force	a. Create an information sheet on subsidies and services.	
		b.	
		c.	

**Goal #6: Ensure a strong, sustainable, and comprehensive community system of services for homeless households, from providing appropriate emergency housing to permanent housing options.**

Strategy	Responsible Party	Action Item	Timeframe
1. Ensure the HSPB is connected and coordinates with the Emergency Food & Shelter Board.	HSPB Board	a.	
		b.	
		c.	
2. Ensure the HSPB is connected and coordinates with the Eviction Task Force.	HSPB Board	a.	
		b.	
		c.	
3. Ensure efficient transitions from emergency shelter and transitional housing to permanent supportive housing.	Coordinated Entry Committee	a. Improve referral process to ensure clients housed in transitional housing graduate to permanent supportive or affordable housing that is the best fit.	
		b. Ensure efficient processing of Coordinated Entry paperwork in order to shorten the timespan between application and housing placement.	
		c.	

**Goal #7: Advocate as a community to address barriers to success in meeting the above goals.**

Strategy	Responsible Party	Action Item	Timeframe
1. Coordinate with DSS to provide NYS Office of Temporary and Disability Assistance (OTDA) with necessary information to advocate to the NYS legislature to increase the DSS Shelter Allowance.	HSPB Board (lead) and Data Committee (secondary)	a. Coordinate efforts with the Capital Region Coalition to End Homelessness.	
		b.	
		c.	
2. Advocate at the state and federal level for more affordable housing funding.	HSPB Board	a. Coordinate efforts with the Capital Region Coalition to End Homelessness.	

		b. Consider a CoC Lobby Day.	
		c.	
3. Utilize data from the Data Committee to enhance advocacy efforts.	Data Committee	a.	
		b.	