I. Welcome and Introductions – Monique Elton
   o Went around the room and everyone shared something they were thankful for

II. Collaborative Applicant Updates – Monique Elton
   o Barbara Poppe and Associates is doing an evaluation of our regional system of Care with a focus on Duval County. You may receive an email from Jill Spangler. They are coming to Jacksonville to complete a work group in January 2020. This is to help us know how we are doing and what we can do better.
   o Prepping for Point in Time Count scheduled for January 22, 2019

III. HMIS Lead Updates – Monique Elton
   o The Systems Director Charles is in Vegas attending Tableau Training eventually our goal is to have all of our HMIS users to have access to these real time dashboards
   o We are looking for two part-time Data Entry Specialist $15.00 an hour as part of the HMIS Capacity Grant

IV. CoC Governance Board Update – Monique Elton
   o The next CoC Governance Board Meeting is December 16, 2019
   o The CoC Governance Board is currently planning a retreat
   o We would like to encourage everyone to participate on some type of committee so your voice can be heard

V. Grant Writing Chat – Monique Elton
   o The Basics
     • Why? – Know your why, keep content up to date
     • What? – What do you need to fund?
       1. Is it a current program? If so you will have data, make the best use of what you do have
       2. Is it a new program? Think it through, know what your goals/objectives are
     • Plan? Do you have a development plan, you should keep track of your applications, LOI’s and proposals. This helps with planning resources as well as your success rate
     • Monique’s professional opinion about success
       1. Funded when not expected
       2. Not funded when used resources that should have ensured a great score
   o Grant Writing: Research
- Local – Search for your cause, Does your board have any connections, Newsletters from funders? Fundraising Authority, Nonprofit Quarterly
- State
- Federal
  1. The catalog of Federal Domestic Assistance
  2. Grants.gov – DUNS #, Register with SAM, Must send notarized letter with EIN, could take up to 5 weeks to acquire EIN
- Foundation Center Online – Jax Public Library

  Grant Writing: Application Time
  - Great Fit – You’ve done the research, made connections (attended training, participated in review panel, understand the ask)
  - Right Partners – Is there an area where you need additional expertise?
  - Necessary Requirements – Is there a checklist, have you reviewed it thoroughly to ensure you have everything? Don’t wait until the last minute for surprises.

  Grant Writing: Your Story
  - Your Organization – Background and Milestones, use partners to boost credibility
  - Need – Data and Visuals
  - Program Design – Goals, Objectives, Logic Model, Evaluation
  - Budget – All budgets are not the same. We are seeing a bigger emphasis on risk assessment and more intensive monitoring

VI. Agency Announcements | Open Discussion

  Community Challenges Identified
  - How can we get landlords more engaged with our agencies
  - We have resources but have no housing for people
  - If we don’t use the available vouchers we lose them
  - We need to define what our clients’ affordable housing rate is. The City Government says $150,000 is affordable, however for our clients’ this is not reachable
  - Low income housing, income based housing is what our clients’ need
  - Suggestion was made to hit the ground and visit every apartment complex to find the place in the neighborhood your clients want to move in – building relationships are important
  - The neighborhoods we have found that have affordable housing have not been conducive to an environment that is livable
  - We are seeing an influx of calls from families with minor children that need help with housing. We are also seeing more kids being removed from their families for neglect. There is a housing issue.
  - Mobile Home communities that we have available that are affordable you walk in you fall through the floor this is not conducive living for children
  - Solution suggested, I have formed a partnership with a realtor who is also a landlord and property manager I stay in constant contact with them and they have been generous enough to give us first dibs on available housing
  - How do we build relationships with realtors, landlords, and property managers?
  - We need to find like-minded people with the connections we need
  - Social media solves problems really fast, Dr. Lane suggested Changing Homelessness creating a private group for partners to socialize unutilized
housing opportunities (this is being considered as a test for the Built For Zero initiative)

- North Florida Ministry Partners does this same thing
- DCPS is seeing an increase in large families a mother and five children living in their car and the mothers are afraid to call for help because of the threat of losing their children
- It is important to validate what we are seeing if you use HMIS that’s great but if not track it someway even if you create a spreadsheet

  o Family Promise
    - 9th Annual Cardboard City
    - November 15 - 16, 2019 from 5:00 p.m. until 8:00 a.m.
    - Southside United Methodist Church, 3120 Hendricks Avenue
  o Clara White Mission
    - Annual “Feed the City”
    - November 16, 2019 from 11:00 a.m. until 1:00 p.m.
    - 613 West Ashley Street, Jacksonville, FL 32202
  o Perceptions of Poverty
    - The Gallery at Main
    - 303 Laura Street North
    - October 2nd through January 19th
  o Feeding Northeast Florida
    - Empty Bowls
    - November 15, 2019 - 11:30 until 1:00 p.m.
    - WJCT Studios, 100 Festival Ave., Jacksonville, FL 32202
  o City Rescue Mission
    - 5th Annual Difference Maker’s Banquet
    - Thursday, February 20, 2020, 6:00 p.m.
    - Lexington Hotel & Conference Center, 1515 Prudential Drive, 32207
  o Changing Homelessness
    - Changing Homelessness Open House
    - November 21, 2019 from 5:00 pm until 7:00 pm
    - 660 Park Street, Jacksonville, FL 32204

VII. Adjourned
  o 9:45 a.m.
VIII. Attendees

- Tricia Pough – DCPS
- Michaele Bradford – Mission House
- Gigi Follick – Gateway Community Services
- Carlos Laboy – MHRC
- Krystyna Dzierzanowski – MHRC
- Shannon Kettlehut – MHRC
- Jermaine Corley – Magellan Health
- James Gandy – Hands and Feet Foundation
- Jamie Davis – City Rescue Mission
- Chiquita Miller – First Coast Women’s Services
- Barbara Beck – Micah’s Place
- Lashawnda Rainge – Hubbard House
- Karen Thomas – Presbyterian Social Ministries
- Miguel Garcia – Simply Healthcare
- Cynthia Harpman – FSS
- Alice Conte – Gateway Community Services
- Rahbi Anderson – CRC – Project AIM
- Natasha Joshua – CRC – Project AIM
- Monique Elton – Changing Homelessness
- Laura Lane – Changing Homelessness
- Christina King – Changing Homelessness