

EQUITY/ACCESS CHECKLIST

APPLICABLE TO HOUSING AND SS0-COORDINATED ENTRY PROJECTS ONLY. EACH ITEM INDICATES WHETHER THE QUESTION AS A WHOLE OR SPECIFIC ITEMS WITHIN THE QUESTION SHOULD BE ANSWERED FROM THE PERSPECTIVE OF THE APPLICANT AGENCY AS A WHOLE OR FROM THE PERSPECTIVE OF THE INDIVIDUAL PROJECT THE APPLICATION IS ADDRESSING.

INSTRUCTIONS: For each numbered question below, one point will be given for each item checked. For items not checked: ½ point is available for each unchecked item for which a brief narrative is provided explaining how the agency or project will complete/provide that item by the end of the agency/project's next operating year.

1. GEOGRAPHIC ACCESSIBILITY: The PROJECT provides local services in each of its service area parishes

PROJECT services are offered or accessible in an office or service site open to the public at least once a week in each service area parish.

PROJECT has one or more staff who goes to each service area parish to meet with those seeking services upon request when a local publically accessible office/service site is not available or an appropriate setting for the needed services.

PROJECT has technology and staff trained to provide video/Facetime services to participants in each service parish.

Optional Narrative (please limit to 500 words total):

2. OUTREACH: PROJECT includes a specific plan for and scope of outreach for parishes served including how tailored to reach persons who are least likely to request assistance

PROJECT Staff makes regular (at least monthly) community presentations or information about project services are provided by staff of applicant agency's other projects

AGENCY Print materials that include the project's services are distributed in each service area parish to mainstream benefit offices and other widely accessible locations (healthcare facilities, public offices) more than once per year

AGENCY Street outreach is conducted in towns with population of 5,000 or above at least twice per month

AGENCY services are advertised at least once per year in media (whether paid or donated/public service announcements) covering each service area parish such as TV, radio, and/or billboards.

AGENCY services are featured in agency's social media platforms/outreach at least twice per year

AGENCY has an MOU partnership in at least 50% of the project's service area parishes with law enforcement or an outreach program that conducts street outreach on at least a weekly basis.

___ AGENCY has an MOU partnership with at least one organization or service provider that focuses on advocacy or direct services for persons the majority of whom comprise a subpopulation least likely to reach out for assistance (as defined by the project).

Optional Narrative (please limit to 500 words total):

3. RACIAL EQUITY The **APPLICANT AGENCY** has identified barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.

___ AGENCY has assessed whether Black, indigenous, or other people of color face barriers to accessing or receiving services in the project.

___ AGENCY and/or PROJECT has addressed or made a written commitment to address barriers identified above or none were identified.

Optional Narrative (please limit to 500 words total):

4. LGBT The **AGENCY** has identified barriers to participation (e.g., lack of outreach) faced by LGBT persons and has taken or will take steps to eliminate the identified barriers.

___ AGENCY has assessed whether LGBT persons face barriers to accessing or receiving services in the project.

___ PROJECT has addressed or made a written commitment to address barriers identified above or none were identified.

Optional Narrative (please limit to 500 words total):

5. ACCESS FOR THOSE WITH DISABILITIES AND/OR LIMITED ENGLISH PROFICIENCY (LEP) **PROJECT** has implemented strategies to remove barriers to accessing services for persons with disabilities or LEP.

___ Program materials available in the language other than English most commonly spoken in the service area per U.S. Census data.

___ Translators are accessible 24/7 either in person or by phone.

___ Services are or can be provided in ADA accessible facilities in each service area parish.

___ Staff is trained to use TTYs and/or relay services and TTYs or similar technology is available to program staff.

Optional Narrative (please limit to 500 words total):

6. LIVED EXPERIENCE **AGENCY** has one or more of the following to gather input from those with lived experience in program design and oversight and services delivery.

___ AGENCY has at least one person with lived experience in a voting role on Board of Directors.

___ AGENCY has at least one person with lived experience serving on an Advisory Board or similar group.

___ AGENCY has at least one person with lived experience serving on committees, subcommittees, or workgroups.

___ AGENCY Persons with lived experience serving in any of the above capacities have been homeless within the last 7 years or are currently program participants.

___ AGENCY At least one person referenced in the preceding check item with lived experience came from an unsheltered situation.

Optional Narrative (please limit to 500 words total):

NOTE: The strategies or other measures to address the goals of racial equity and/or access are from the NOFO, from HUD guidance, from guidance by leading national advocacy groups, or identified consistently by input from persons with lived experience in the service area. The NOFO and guidance referenced are free and publically available. Records of input from persons with lived experience are documented in HOME Coalition membership or Board of Directors minutes.