

**Armstrong County
Human Services Plan
2017-2018**

**Submitted to:
Department of Public Welfare**

Due Date: June 7, 2017

TABLE OF CONTENTS

Armstrong County Human Services Plan

2017- 2018

Cover Sheet

Table of Contents

Appendix A:

Assurance of Compliance.....Page 1

Appendix B:

Part I - County Planning Process Narrative.....Pages 2 - 3

Part II - Public Hearing Notice Section:

a) Copy of Notice.....Page 4

b) Proof of Publication.....Page 5

c) Sign in Sheet for Public HearingPage 6

d) A summary of the Public HearingPage 7

Part III - Cross Collaboration of Services.....Pages 8 - 10

Part IV - Human Service Plan Narrative:

a) Mental Health Services.....Page 11

b) Intellectual Disability Services.....Pages 12

c) Homeless Assistance Services.....Pages 13 - 19

d) Substance Use Disorder Services.....Page 20

e) Human Services Development FundPages 21 - 24

Appendix C-2: Budgets.....Pages 25 - 26

APPENDIX A:
ASSURANCE OF COMPLIANCE

Appendix A
Fiscal Year 2017-2018

COUNTY HUMAN SERVICES PLAN
ASSURANCE OF COMPLIANCE

COUNTY OF: Armstrong

- A. The County assures that services will be managed and delivered in accordance with the County Human Services Plan submitted herewith.
- B. The County assures, in compliance with Act 80, that the County Human Services Plan submitted herewith has been developed based upon the County officials' determination of County need, formulated after an opportunity for public comment in the County.
- C. The County and/or its providers assures that it will maintain the eligibility records and other records necessary to support the expenditure reports submitted to the Department of Human Services.
- D. The County hereby expressly, and as a condition precedent to the receipt of state and federal funds, assures that in compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Federal Rehabilitation Act of 1973; the Age Discrimination Act of 1975; and the Pennsylvania Human Relations Act of 1955, as amended; and 16 PA Code, Chapter 49 (Contract Compliance regulations):
 - 1. The County does not and will not discriminate against any person because of race, color, religious creed, ancestry, origin, age, sex, gender identity, sexual orientation, or disability in providing services or employment, or in its relationship with other providers; or in providing access to services and employment for individuals with disabilities.
 - 2. The County will comply with all regulations promulgated to enforce the statutory provisions against discrimination.

COUNTY COMMISSIONERS/COUNTY EXECUTIVE

<i>Signatures</i>	<i>Please Print</i>	
	Pat Fabian	Date: 07/28/17
	Jason Renshaw	Date: 07/28/17
	George J. Skamai	Date: 07/28/17

APPENDIX B
TEMPLATE for the HUMAN
SERVICES PLAN

PART I

COUNTY PLANNING PROCESS

Armstrong County Human Services Plan 2017 - 2018

Part I: County Planning Process Narrative:

1./2. Stakeholders Involvement and Planning Participation Process

The Armstrong County Human Services Plan is a product of the county's vision for creating healthy, socially thriving communities for our residents by supporting and providing human services to those in need. The ultimate goal is to provide support to them in their plight to become self-sufficient and productive members of society. The Armstrong County Board of Commissioners provide administrative oversight for this plan so that the County can properly exercise its' management and control to assure that public funds are in compliance, and used effectively and efficiently. The County of Armstrong has a very good working relationship with all the human service agencies and provides support to meet our human service needs. Coordination and collaboration takes place on an on-going basis with the Board of Commissioners and the Executive Directors of the human service agencies which includes those who are directly involved in the County Human Services Plan.

Since the joinder agencies submit their plans on a county rotation basis, this year Armstrong-Indiana Behavioral and Developmental Health Program (AIBDHP) is submitting with Indiana County's plan and Armstrong-Indiana-Clarion Drug and Alcohol Commission is submitting with Clarion County's plan. The plan was completed following the instructions received from the Commonwealth of PA's Department of Human Services FY 2017/2018 County Human Services Plan Guidelines.

The critical stakeholders are represented in various ways. The County Human Services Planning Team members represent the service providers, consisting of Armstrong County Commissioner Pat Fabian, Paula McClure, Administrator of the Armstrong County Children, Youth and Family Services; Kami Anderson, Executive Director of Armstrong-Indiana-Clarion Drug and Alcohol Commission; Janet Talerico, Executive Director of the Armstrong County Area Agency on Aging; Tammy Calderone, Administrator of Armstrong-Indiana Behavioral and Developmental Health Program; and Kenneth L. Heilman, Executive Director of the Armstrong County Community Action Agency (ACCAA). Rick White and Robin Rainey represent the Human Service Development Fund Program and Chuck Richards represents the Homeless Programs. Dan Dodd and Linda Cornman, are grant writing support staff from ACCAA who compile the plan for submission in behalf of the County of Armstrong.

Stakeholders are also the consumers of the programs which include individuals and families, who take part in the services provided. The input from the program's client base is valuable when preparing a plan such as this to make the delivery of services to them feasible and cost effective. Partners from other agencies are included as stakeholders to assist in the delivery of services and collaboration. Each department involved in the plan conducts their own outreach and engagement activity efforts.

In regard to the Needs Assessments, each agency involved in the County Human Services Plan conducts their own needs assessment and collects data under the direction of each of their

governing boards. There are many stakeholders involved in this process. Consumers, consumer groups, providers of human services, partners from other systems, and the general public are all involved in completing surveys that are distributed for data collection purposes. A good cross section of county residents is obtained for the Needs Assessment process.

3. *Advisory Boards*

Each of the categorical programs has their own advisory board(s) that provides input into their planning process. The departments bring the advisory recommendations to the table when compiling the plan. For instance, the Homeless category is advised by the County Local Housing Option Team (LHOT) that discusses homeless issues and carries out planning. The plan will be completed and available to discuss at the public hearing on May 25, 2017 with the agencies available to answer any questions. This is an opportunity for the public-at-large to provide input into the plan. All of the agencies advisory board members, consumers and the general public are made aware of the date and time of the public hearing through advertising.

4. *Services provided in Least Restrictive Setting*

The County intends to use funds to provide services to it's' residents in the least restrictive setting appropriate to their needs. Physical locations of all the agencies involved in the County Human Services Plan are accessible to all consumers. No programmatic rules and regulations exclude any consumers. Armstrong County Community Action Agency works closely with our partners and we have the ability to refer clients to other services not offered or available by the agency. We strive, within our capabilities, to ensure that all the consumer's needs and safety have been met.

5. *Programmatic or Funding Changes*

All funding changes that are going to be made can be found in each service category narrative in the plan.

PART II

PUBLIC HEARING NOTICE

Public Hearing Notice

“The County of Armstrong will hold a Public Hearing on the 2017-2018 Consolidated County Human Services Plan for Armstrong County to provide the public with the opportunity for input into the plan prior to submission to the PA Department of Human Services. The human services involved are: Mental Health Community Based Funded Services, Behavioral Health Services Initiative, Intellectual Disabilities Community Based Funded Services, ACT 152 funding, Homeless Assistance Program funding, and the Human Services Development Fund. The hearing will be held on Thursday, May 25, 2017 at 3:00 p.m. in Room 13 of the Armstrong County Community Action Agency, 705 Butler Road, Kittanning, PA 16201.”

Please email proof of publication to: **bonniet@armstrongcap.com**

(724) 548-3421

Please send billing to: Bonnie Traister
Armstrong County Community Action Agency
Central Adm. Secretary
705 Butler Road
Kittanning, PA 16201
Mark: legal ad County Human Service Plan

Thank- you!

Proof of Publication of Notice in Leader Times

Under the Act of July 9, 1976, P.L. 877, No. 160

State of Pennsylvania

County of Armstrong

Sharon Adamson, Circ Clerk of West Penn Media, a corporation of the Commonwealth of Pennsylvania, publisher of the Leader Times, of the County State aforesaid, being duly sworn, deposes and says that the Leader Times, a newspaper of general circulation published at Kittanning, County and State aforesaid, was established January 10, 1898, since which date the Leader Times has been regularly issued in said county, and that the printed notice or publication attached hereto is exactly the same as printed and published in the regular editions and issues of the said Leader Times on the following dates.

the 23rd of May 2017

Affiant further deposes that s/he is an officer duly authorized by West Penn Media, publisher of the Leader Times, a newspaper of general circulation to verify the foregoing statement under oath, and affiant is not interested in the subject matter of the foresaid notice or advertisement, and that all allegations in the foregoing statements as to time, place and character of publication are true.

Copy of Notice or Publication

Sharon Adamson

Leader Times

Sworn to and subscribed before me this 25th May 2017

Julia A Jordan

My Commission Expires:

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL
JULIA A JORDAN
Notary Public

KITTANNING BORO, ARMSTRONG COUNTY
My Commission Expires Jun 28, 2020

Statement of Advertising Costs

LT AD

To Leader Times

For publishing the notice or publication attached

Hereto on the above stated dates\$ 49.34.

Probating same\$

Legal Notice

NOTICE

The County of Armstrong will hold a Public Hearing on the 2017-2018 Consolidated County Human Services Plan for Armstrong County to provide the public with the opportunity for input into the plan prior to submission to the PA Department of Human Services. The human services involved are: Mental Health Community Based Funded Services, Behavioral Health Services Initiative, Intellectual Disabilities Community Based Funded Services, ACT-152 funding, Homeless Assistance Program funding, and the Human Services Development Fund. The hearing will be held on Thursday, May 25, 2017 at 3:00 p.m. in Room 13 of the Armstrong County Community Action Agency, 705 Butler Road, Kittanning, PA 16201.

5/23

Publisher's Receipt for Advertising Costs

Leader Times, a newspaper of general circulation, hereby acknowledges receipt of the aforesaid notice and publication cost and certifies that the same been duly paid.

2017-2018 County Human Services Plan

County of Armstrong

Public Hearing Attendance

Thursday, May 25, 2017

3:00 p.m.

Name:

Representing:

Email:

1. TAMMY CALDERONE AIBDHP tcalder@aimhmr.net
2. Barrie Sperski Head Start barriesc@armstrongcap.com
3. Bonnie Traister CA bonniet@armstrongcap.com
4. Chuck RICHARDS CA chuckr1@armstrongcap.com
5. Tirza Bergerstock CA tirzab@armstrongcap.com
6. Robin Raj CAA robinra@armstrongcap.com
7. Rick Whrtz CAA rickw@armstrongcap.com
8. Linda Cornman CAA lindaco@armstrongcap.com
9. Daniel Cornman Manouville Borough dcornman07@gmail.com
10. _____

2017-2018 Armstrong County Human Services Plan
Public Hearing Minutes

May 25, 2017

Kenneth Heilman, Executive Director of the Armstrong County Community Action Agency, welcoming everyone to the public hearing and opened the meeting at 3:03 p.m. An agenda for the meeting was distributed.

He noted that the notice for the meeting was sent out to our local newspaper, the Leader-Times, covering the service areas pertaining to the departments involved in this grant. He explained that the County Planning Team met May 4th to review the bulletin that came out from PA Department of Human Services and to discuss the sections that need to be submitted for the County of Armstrong's Human Services Plan. The deadline date was also discussed. The program directors also participated in the webinar on May 15th and discussion followed.

A brief description of each of the programs was reviewed. It included: Mental Health Services, Intellectual Disability Services, Homeless Assistance, Child Welfare Services, Drug and Alcohol Services, and Human Service Development Fund. He noted that Armstrong-Indiana-Clarion County Drug and Alcohol Services will submit this year with Clarion County's plan and Armstrong-Indiana Behavioral and Developmental Program will submit with the Indiana County's plan due to the jointers submitting on a rotating basis by county.

Each categorical program went through a separate approval process when developing their plan. They compiled information specific to the county data and indicators as identified in their own needs assessments. Each program involved stakeholders in the planning process of each agency. It was explained that the plan information was organized into the Armstrong County Human Services Plan for 2017-2018 under the direction of the Chairman of the Armstrong County Board of Commissioners, Pat Fabian, who is the Human Services Liaison to social services in the county. The plan was reviewed by those present in detail.

Funding amounts for each of the categorical programs were discussed. Input from the group included how the Planning team developed the overall plan and the services to be provided by the budgeted amounts that they were given. Kenneth Heilman also commented that the three County Commissioners will review the entire grant package prior to it being presented at the Commissioner's Public Meeting on June 1, 2017.

The question and answer session was brief. Mr. Heilman gave a few closing remarks and the public hearing concluded at 3:50 p.m.

Respectfully Submitted,



Bonnie Traister, Central Administration Secretary
Armstrong Co. Community Action Agency

PART III

**Cross Collaboration
Of Services**

Part III: Cross Collaboration of Services

The Armstrong County Human Service Planning Team members had several meeting discussions about the County Human Services Plan and the services they provide. The planning team met on May 4th and May 15, 2017 for a general discussion about the instructions for completing the consolidated County Human Services Plan from Bulletin # 2017-1 from the PA Department of Human Services. The team participated in the webinar on May 15, 2017 and had a general discussion immediately following. Since the 2017-2018 Armstrong County Human Services Plan will only include the Homeless Assistance and Human Service Development Fund sections this year since the jointers are submitting with other counties in 2017-2018. It is past practice that the jointers submit their plans on a rotation basis among counties.

The Armstrong County Human Service Planning Team members had discussions throughout the year about the County Human Services Plan and the services it provides. The discussion centered on what was the best way to structure, fund and deliver human services in our rural county. The team met on May 4th and May 15, 2017 for a general work session discussions about the instructions for completing the consolidated County Human Services Plan from Bulletin # 2017-1 from the PA Department of Human Services. The date was set for the advertised public hearing meeting for Thursday, May 25, 2017 at 3 p.m. The team meetings were good planning sessions that involved open communication between the programs.

The overall County Human Services Plan reflects services to be provided that are deemed necessary and are the most needed in our county. Each agency monitors the progress through measures developed by each respective funding source and monitors the changes in the service delivery system for county residents. The County Planning team discusses these changes, and makes objective suggestions on how to better serve the consumers in that particular area. The collaboration works really well in the areas of communication, problem solving, planning and service delivery.

All the agencies involved in this Planning Committee have a long history of working together on collaborative efforts in the county. The Armstrong County Community Action Agency (ACCAA) has sub-contracted with the Area Agency on Aging for many years to conduct outreach among the senior citizen population in the county. The Administrator of the Armstrong County Children, Youth and Family Services has served on the Advisory Board for the Community Action Mentoring Program (CAMP) for many years assisting in the annual Bowl for the Kids Fundraiser. The Executive Director of ARC Manor, funded by the Armstrong, Indiana, Clarion Drug and Alcohol Commission, is an active member on ACCAA's Board of Directors.

The Armstrong County Community Action Agency (ACCAA) has a working relationship with the Armstrong-Indiana Behavioral and Developmental Health Program (AIDBHP) on the Consumer Stabilization Funds which provided housing and supportive services to eligible consumers. The AIBDHP subcontracts with ACCAA to provide funding for housing services to eligible consumers through the PATH Program. Over the years, all of the human service agencies have participated in the County Housing Advisory Board, Human Resource Council, and many other boards and committees working together on different projects that are in the best interest of Armstrong County residents.

PHARE Collaboration

The County Human Services Planning Team met several times in 2016 to collaborate and prepare an application for emergency housing through the Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE) administered by the Pennsylvania Housing Finance Agency. Evidence that the county human service agencies work together well is demonstrated through their diligent efforts to plan and submit a PHARE grant for emergency housing for the homeless in our county. These funds are generated through fees assessed by gas drilling companies for unconventional wells in our county, especially Marcellus Shale wells. The PHARE grant was awarded to Armstrong County in the last several years. The Planning Team is waiting on the next round of funding to open up with the notification to apply for PHARE funds through the PA Housing Financing Agency (PHFA) for this year.

During their planning meetings, the County Human Services Planning Team discussed how to solve the problem of housing with common clients to all the programs who have become homeless. Since the county has no emergency shelter for individuals and families who are not veterans or who have not been victims of domestic violence, the PHARE program satisfies this need. PHARE provides for leasing up to nine scattered site rental units that can be used for emergency shelter housing for homeless individuals or families for a short-term basis. One unit is reserved for clients of Armstrong-Indiana Behavioral and Developmental Health Program, one for clients of Armstrong-Indiana-Clarion Drug and Alcohol Commission, one unit for Children, Youth, and Family Services, and one for the Armstrong County Community Action Agency. The other rental units are filled according to the emergency need by other agencies involved.

The PHARE clients work with their respective program Case Managers to coordinate with Armstrong County Community Action Agency's Housing department to achieve permanent housing. It is a win-win situation for the clients and all the agencies involved. This fills a gap in service that all of the agencies experience. Through the persistent effort and planning of all the agencies involved, a major problem has, at least, currently been resolved. Continued planning must take place to ensure the PHARE Program and its' services continue in the future if the PHARE funding should end.

PHARE/RTT Collaboration:

The Armstrong County Community Action Agency (ACCAA) in conjunction with the Armstrong County Board of Commissioners as well as Armstrong County Children, Youth, and Family Services (CYF), the Armstrong-Indiana Behavioral and Developmental Health Program (AIBDHP), the Armstrong- Indiana-Clarion Drug and Alcohol Commission (AICDAC), the Armstrong County Jail and the Probation Department, is applying for funding under the PHARE/Realty Transfer Tax (PHARE/RTT) Request for Proposal.

If funded, the PHARE/RTT Plan intends to provide emergency scattered site rental housing units for the homeless population of Armstrong County. Due to the success of the previous funded PHARE grants and the positive results we have obtained, the increase of need in

the community, and the dwindling PHARE funding that is available, we would like to apply for PHARE/RTT Grant. This would augment the work we are doing in PHARE and we would be able to continue to serve a vital role in our community serving the homeless population under PHARE/RTT.

The team worked together to prepare a PHARE/RTT grant application. The plan will propose to provide emergency scattered site rental housing units for the homeless population of Armstrong County. We set out to help homeless families and individuals with emergency housing through these funds. Two new partners have emerged through this collaboration, the Armstrong County Jail and the Armstrong County Probation Department. They will work together with all of us on the case management services to be provided to the re-entry population if the PHARE/RTT is funded. We received twelve letters of support for the proposal from the Armstrong County Judges, Legislators, Armstrong County Jail, Armstrong County Probation, Homeless Program Director, social service agencies and the Armstrong County Board of Commissioners, which shows the collaboration on this effort.

We expect to use PHARE/RTT funds for the initial rental and utility costs of these units, as well as funding to help with furnishings and the cleaning of these units. The Armstrong County Community Action Agency will be the delegate agency for this application. Two new partners have emerged to be included in this application, the Armstrong County Jail and the Armstrong County Probation Department. The case management provided will be carried out by a case manager at ACCAA and the Re-Entry Officer at Probation.

PART IV

**Human Service
Plan Narrative**

MENTAL HEALTH SERVICES

Please be aware that mental health services will be submitted in Indiana County's Human Services Plan. Armstrong County was included in the planning process for this service category and Armstrong County is in agreement with the information.

INTELLECTUAL DISABILITY SERVICES

Please be aware that intellectual disability services will be submitted in Indiana County's Human Services Plan. Armstrong County was included in the planning process for this service category and Armstrong County is in agreement with the information.

**HOMELESS ASSISTANCE
SERVICES**

HOMELESS ASSISTANCE SERVICES

Describe the continuum of services to individuals and families within the county who are experiencing homelessness or facing eviction by answering each question below. An individual or family is facing eviction if they have received either written or verbal notification from the landlord that they will lose their housing unless some type of payment is received. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.

Bridge Housing:

- Please describe the Bridge Housing services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps. - *Because of continued funding from our HUD Continuum of Care Programs, our Emergency Solutions Grant, and our PATH Grant, there has been little need in the past for funding with HAP Bridge Housing, although, we wish to reserve the opportunity to enroll one family in the Bridge Housing category if the need arises. Therefore, we would like to budget \$1,500 for bridge housing support of an individual or family in need.*
- How does the county evaluate the efficacy of Bridge Housing services? - *The Director of Emergency Housing Services reports results of all housing services to the Board of Directors on a monthly basis and the county's Local Housing Options Team meets on a quarterly basis to discuss how housing needs are being met in the county.*
- Please describe any proposed changes to Bridge Housing services for FY 17-18. - *There are no proposed changes to Bridge Housing at this time.*
- If Bridge Housing services are not offered, please provide an explanation of why services are not offered. - *N/A.*

Case Management:

- Please describe the Case Management services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps. - *Integral for the success of all homeless programs is the Case Management component. For this reason, the County of Armstrong would like to budget \$84,062 into this category. This would allow us to see an estimated 899 persons who are either homeless, or are close to being homeless. This funding is extremely important, not only for the clients seen under this HAP funding, but also because it is used as a match for the other Federal SHP programs. This program serves as the glue to bring together the many programs that the county has at its disposal to assist the homeless, as well as the supportive services needed to keep the homeless from future episodes of homelessness. Case Managers meet face-to-face with each client at least once per month and have phone conversations with each client at least weekly to monitor the progress of the client as they strive to achieve self-sufficiency. Also, each client is trained in developing a workable budget and the budget is reviewed/revised on a monthly basis. Each client is offered access to main stream resources and appointments are set up with the agencies whenever that is appropriate. Finally, each client has a detailed service plan to help them work toward and eventually attain self-sufficiency.*

- How does the county evaluate the efficacy of Case Management services? - *Weekly staff progress meetings are conducted by the Director of Emergency Housing Services with the case managers. The Director of Emergency Housing Services reports results of all housing services to the Board of Directors on a monthly basis and the county's Local Housing Options Team meets on a quarterly basis to discuss how housing needs are being met in the county.*
- Please describe any proposed changes to Case Management services for FY 17-18. - *There are no proposed changes to Case Management services at this time.*
- If Case Management services are not offered, please provide an explanation of why services are not offered. - *N/A.*

Rental Assistance:

- Please describe the Rental Assistance services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps. - *It is always difficult to determine whether to budget more money for Rental Assistance or Emergency Shelter activities. In the past, Rental Assistance has been in higher demand of the two categories. Something can be said for either activity as being important, but with funding cuts happening in all social service programs, including ones for the homeless, it seems natural to at least be sure that if homelessness occurs, there will be funding available to assist them. In addition, there seems to be a real push among the State and Federal Homeless Programs to ensure that the rapid re-housing activities are given precedence over homelessness prevention. All programs that are HUD funded use the Housing First approach. With these thoughts in mind, and with emergency shelter clients increasing each year, we wish to fund both activities at about the same level. We wish to budget \$46,488 to Rental Assistance which will allow us to help about 362 individuals in the form of assisting in the payment of arrearages, first month's rent, or security deposits.*
- How does the county evaluate the efficacy of Rental Assistance services? - *The Director of Emergency Housing Services reports results of all housing services to the Board of Directors on a monthly basis and the county's Local Housing Options Team meets on a quarterly basis to discuss how housing needs are being met in the county.*
- Please describe any proposed changes to Rental Assistance services for FY 17-18. - *There are no proposed changes to Rental Assistance at this time.*
- If Rental Assistance services are not offered, please provide an explanation of why services are not offered. - *N/A.*

Emergency Shelter:

- Please describe the Emergency Shelter services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps. - *We are proposing budgeting \$44,715 for Emergency Shelter services this year. This will allow us to provide assistance to 182 persons in need. The Emergency Shelter program is limited to providing stays of up to ten days in a local hotel. There is no emergency shelter in Armstrong County except for a domestic violence shelter*

(HAVIN). Our experience shows that ten days is insufficient to find placement into suitable permanent housing. This is the major unmet need in emergency housing services. We have tried to overcome that gap at least partially by dedicating PHARE funding to create scattered site emergency housing. Unfortunately, PHARE funds have been reduced and we have seen our capacity drop from nine rental units to four rental units.

- *How does the county evaluate the efficacy of Emergency Shelter services? - Our evaluation of the efficacy of the emergency housing program must factor in the unmet needs present because of the lack of a true shelter. However, we look to divert clients to other resources within the community, which includes staying with family and friends until a permanent housing solution can be found. The Director of Emergency Housing Services reports results of all housing services to the Board of Directors on a monthly basis and the county's Local Housing Options Team meets on a quarterly basis to discuss how housing needs are being met in the county.*
- *Please describe any proposed changes to Emergency Shelter services for FY 17-18. - We propose no changes to the emergency shelter service at this juncture, however, we continue to look for funding opportunities for a homeless shelter. The county's Human Service Team has been meeting to discuss opportunities to fund emergency housing services. Armstrong/Indiana Drug & Alcohol, Armstrong/Indiana Behavioral and Developmental Health Program, and Armstrong County Children and Youth Services are trying to designate funding to help with PHARE emergency housing.*
- *If Emergency Shelter services are not offered, please provide an explanation of why services are not offered. - N/A.*

Other Housing Supports:

- *Please describe the Other Housing Supports services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps. - At this time, the County does not have a need to allocate funding out of HAP funds for other housing supports. Other programs are providing for all housing support services that we have found necessary.*
- *How does the county evaluate the efficacy of Other Housing Supports services? - The Director of Emergency Housing Services reports results of all housing services to the Board of Directors on a monthly basis and the county's Local Housing Options Team meets on a quarterly basis to discuss how housing needs are being met in the county.*
- *Please describe any proposed changes to Other Housing Supports services for FY 2017-2018. - We propose no changes to Other Housing Supports at this time.*
- *If Other Housing Supports services are not offered, please provide an explanation of why services are not offered. - Homeless individuals and families can be found throughout Armstrong County just as they may be found in any other community. These unfortunate situations can occur with people living in the streets, cars, and vacant buildings or they can be where family or friends have taken them in for short-term assistance. Armstrong County has various programs that serve the homeless and near-homeless populations of the county.*

The Armstrong County Community Action Agency (ACCAA) has spearheaded the response to many of the issues facing the homeless as well as serving as a point source for coordination of all homeless programs. The Armstrong County Community Action Agency is a voting member of the Western Pennsylvania Continuum of Care and attends their meetings on a regular basis. Locally, there is a Housing Advisory Board that meets quarterly to discuss issues of housing and homelessness. This group is analogous to a Local Housing Options Team (LHOT) that is an important part of any Continuum of Care. This group assists in assessing the needs of the homeless as well as assisting in problem resolution. Many groups are represented on this advisory board including: A formerly homeless participant, Armstrong County Housing Authority, Armstrong County Planning and Development, Armstrong/Indiana Behavioral and Developmental Health Program, Armstrong /Indiana Drug and Alcohol, ARC Manor, Area Agency on Aging, Mechling-Shakely Veterans Center, HAVIN, Children and Youth Services, Habitat for Humanity, Salvation Army, ARIN Intermediate Unit, Armstrong County Board of Assistance, I & A Residential Services, and others.

The County has a number of emergency shelter programs to assist the homeless. HAVIN is an emergency shelter for abused victims centrally located in Kittanning, PA. In addition to this shelter, the Mechling/Shakely Veterans Center is an emergency homeless shelter for single male Veterans. Armstrong County also has scattered site rental units that can house homeless families or individuals. These units are the direct result of a collaborative effort of the Armstrong County Community Action Agency, Armstrong County Children and Youth Services, Armstrong-Indiana Behavioral and Developmental Health, Armstrong-Indiana-Clarion Drug and Alcohol Commission, and Armstrong County Area Agency on Aging. The heads of these agencies got together and planned a PHARE (Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund) grant application. The plan was approved by the Pennsylvania Housing Finance Agency and is presently being operated by the Armstrong County Community Action Agency. Presently four units are being used to house the homeless in emergency situations. Each of the planning agencies, with the exception of aging, has a unit dedicated to housing homeless clients in their categorical programs. Although funding for this program can only continue until it runs out, there are plans to renew the PHARE application.

The Armstrong County Community Action Agency also operates other programs that assist families and individuals who are in need of emergency shelter. A small amount of funding has been available to the homeless for emergency motel stays through the Federal Emergency Management Agency's Emergency Food and Shelter Program. Funding for this program has decreased significantly since the County no longer gets its' own allocation, but instead receives a token amount under the Pennsylvania Balance of State funding.

In addition to these two sources of emergency housing, the Armstrong County Community Action Agency received funding to provide rapid rehousing of homeless individuals and families through the 2016 Emergency Solutions Grant. Funding for this grant will last for eighteen months, or until March of 2018. An application will be submitted for a 2017 Emergency Solutions Grant which would begin subsequent to the end of the 2016 grant. That grant would cover a period of 18 months.

Also, our County is included in a regional grant operated by the Lawrence County Community Action Agency for assisting homeless Veterans. The Armstrong County

Community Action Agency operates this grant called the Supportive Services for Veteran Families (SSVF), and is funded by the Veterans Administration. This grant provides case management for veterans and their families as well as short term housing assistance, transportation assistance, car repairs, the purchase of household placement items and other supportive services. Rapid rehousing is one of the important activities that can be paid for through this grant.

Homeless Prevention - this type of assistance has been the most prevalently used in past efforts to prevent Armstrong County citizens from becoming homeless. A number of funding streams has assisted in these efforts. The Homeless Assistance Program (HAP) funding under this plan is used for paying rent and utilities of clients who are in near homeless situations. The ACCAA coordinates with the local County Board of Assistance in assisting these clients, since many of them may also be eligible for up to \$400 of assistance from their office. Funding can also be found for clients utilizing the Emergency Solutions Grant and, if they are a veteran and they are eligible, the SSVF Program may be able to assist them.

The Armstrong/Indiana Behavioral and Developmental Health Program (AIBDHP) has subcontracted with Armstrong County Community Action Agency (ACCAA) in order to provide housing and services to the seriously mentally ill homeless population of Armstrong County. Presently, a program that is subcontracted to ACCAA is the Projects for Assistance in Transition from Homelessness (PATH). The PATH program can assist both literal and imminently homeless mentally ill clients with onetime monetary assistance, referrals to various services in the county, and on-going case management. The case-manager offers referrals to services in the community as well as providing ongoing case management. The case-manager from the PATH program is interconnected with the housing department at ACCAA to assure that the clients have access to all of the mainstream resources within the county.

The Emergency Food and Shelter Program assists in Homeless Prevention efforts by paying for rent and/or utilities. As it has already been mentioned, this funding stream has very limited resources. The Emergency Solutions Grant is another source of funding used by Armstrong County to assist clients in homeless prevention. The Armstrong County Community Action Agency uses both the rapid rehousing component (as has been mentioned above) and the homeless prevention component to assist local clients. Both short and medium term rental assistance is used as well as limited utility assistance. The program can also pay for arrearages incurred by the clients if it will stay an eviction.

Another program has been incorporated by the Armstrong County Community Action Agency into their homeless prevention activities. This program comes to Armstrong County through a regional effort started by Lawrence County. This program can only assist veterans. It is an Emergency Solutions Grant for Veterans. The Veteran's Emergency Solutions Grant, already mentioned in the above Emergency Shelter section, helps veterans who have incomes at or below 30% AMI. The other important part of this grant, besides the Rapid Rehousing already mentioned, is homeless prevention. Rent assistance can be offered for up to 18 months to get the veterans back on their feet. Guidelines for this program are essentially the same as our regular Emergency Solutions Grant.

The Armstrong County Community Action Agency also uses the private fuel fund of \$1 Energy to assist with emergency heating situations that go beyond the assistance provided by the local County Board of Assistance LIHEAP Program. The ACCAA also assists with other private utility programs that assist the low-income.

Rapid Re-Housing - transitional housing is a homeless tactic that has grown out of favor with many Federal programs. Lately, the concentration of resources seems to be in the area of rapid rehousing instead of transitional. The Armstrong County Community Action Agency had been operating, for many years, a HUD Supportive Housing Program (SHP) for Transitional homeless clients. Armstrong County Community Action Agency, in response to the change in concentration by HUD, chose to end its Transitional Housing Program and to replace the program with a Rapid Re-Housing Program. This program is for participants who meet the Federal definition of homeless, and who are able and willing to work. This is a scattered site rental assistance program that allows the clients to remain in the program for up to two years. Case management and a whole array of supportive services are provided to the clients. The Agency also partners with Fayette County Community Action in another Rapid Re-Housing Program. This program is designed to help families only and is a scattered site rental assistance program. Drug and Alcohol help fund two half-way houses in the county. One of the homes is for men, the other is for women. In both instances, applicants for placement in these homes must have been clean from substance abuse for a designated period of time.

Permanent Housing - the whole emphasis for all homeless programs is to get the client into permanent housing as quickly as possible. The Armstrong County Community Action Agency operates a Permanent Supportive Housing Program also funded through the HUD sponsored SHP funding stream. Under this program, all clients must have come to the ACCAA as homeless (meeting the Federal definition for homeless) and be permanently disabled. Once again, this program is a scattered site leasing program. Participants can be housed in this program indefinitely. In addition to this funding, the Armstrong/Indiana Behavioral and Developmental Health Program helps fund a number of permanent supportive housing programs through their subcontractors, such as I & A Residential Services and Evergreen Homes.

Under all of the programs found above, supportive services provide an integral part of successfully transitioning a participant from homelessness to permanent housing. Clients and Housing Case Managers work together to be sure that all county mainstream resources are utilized to assist the clients in becoming self-sufficient. The ACCAA provides Case Management assistance to help clients prepare a service plan designed to help them overcome barriers and provide the necessary assistance to support the client in becoming self-sufficient. Recently, however, the Emergency Food and Shelter Program has seen its' funding cut from over \$40,000 to approximately \$10,609.

The Armstrong/Indiana Behavioral and Developmental Health Program has funding for Path homeless grant dollars that can provide outreach, case management, and peer support to clients that have a mental health diagnosis. In addition, a small amount of funding can go for rental assistance and security deposits as one time assistance to transition the client from homelessness or near homelessness to permanent housing.

Homeless Management Information Systems:

- Describe the current status of the county's Homeless Management Information System (HMIS) implementation. Does the Homeless Assistance provider enter data into HMIS? - *The Housing staff of Armstrong County Community Action Agency is quite familiar with HMIS and they perform all the requirements of data entry into the HMIS system. As a member of the Western Pennsylvania Continuum of Care, and as a recipient for McKinney-Vento funding through HUD, the Armstrong County Community Action Agency is required to report all homeless activities for these funding streams into a Homeless Management Information System (HMIS). This system is an internet accessed system set up by the Department of Community and Economic Development for all Balance of State Continuums of Care throughout the state of Pennsylvania. All homeless individuals and families are able to be tracked with the HMIS. In addition, a reporting function is built into the system so that time sensitive data can be accessed and gathered for periodic reporting to the funding source. Client destination data upon exit is also recorded and tracked by the HMIS in Pennsylvania and Armstrong County.*

SUBSTANCE USE DISORDER SERVICES

Please be aware that drug and alcohol services will be submitted in Clarion County's Human Services Plan. Armstrong County was included in the planning process for this service category and Armstrong County is in agreement with the information.

HUMAN SERVICE DEVELOPMENT FUND

HUMAN SERVICES AND SUPPORTS/ HUMAN SERVICES DEVELOPMENT FUND

For each of these categories (Adult Services, Aging Services, Children and Youth Services, Generic Services and Specialized Services), please use the fields and dropdowns to describe how the county intends to utilize HSDF funds on allowable expenditures (please refer to the HSDF Instructions and Requirements for more detail).

Copy and paste the template for each service offered under each categorical, ensuring each service aligns with the service category when utilizing Adult, Aging, Children and Youth, or Generic Services.

Adult Services: Please provide the following:

Program Name: Life Skills Education

Description of Services: Through therapeutic individualized counseling victimized children will have the opportunity to gain a sense of self and empowerment. This consists of play and art therapy at a safe and secure place so that the child is able to express him/herself freely. Tutoring is also a component to help improve academic success and reduce truancy and dropout rates by improving self-esteem and empowerment through this individualized counseling. This grant money is intended to target families who are low-to-mid income level and do not have the means to get their children individualized help.

Service Category: Life Skills Education - Provides to persons the practical education and training in skills needed to perform safely the activities of daily living. The term does not include job readiness training, instruction in a language, or remedial education.

Adult Services: Please provide the following:

Program Name: Transportation

Description of Services: Transportation is provided to social and medical service providers, to community facilities and to otherwise promote independent living. Examples include transportation to doctor's appointments when no other means of transportation is available. Population to be served are adults who meet 250% of Federal Poverty Income Guidelines.

Service Category: Transportation - Activities which enable individuals to travel to and from community facilities to receive social and medical service, or otherwise promote independent living. The service is provided only if there are no other appropriate resources.

Generic Services: Please provide the following:

Program Name: Information and Referral

Description of Services: Information and referrals are given to individuals calling our agency looking for help. These referrals would be to the appropriate county human service agencies and other private and non-profits providing similar services.

Service Category: Information & Referral - The direct provision of information about social and other human services, to all persons requesting it, before intake procedures are initiated. The term also includes referrals to other community resources and follow-up.

Please indicate which client populations will be served (must select at least **two**):

Adult Aging CYS SUD MH ID HAP

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Children's Program

Description of Services: Through therapeutic individualized counseling victimized children will have the opportunity to gain a sense of self and empowerment through a safe and secure outlet to express their concerns about themselves, family relationships, social interaction and their school environment.. This consists of play and art therapy so that the child is able to express him/herself freely. Tutoring is also a component to help improve academic success and reduce truancy and dropout rates by improving self-esteem and empowerment through this individualized counseling. This grant money is intended to target families who are low-to-mid income level and do not have the means to get their children individualized help.

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Employment Training

Description of Services: To assist clients in writing resumes, job searches and training in how to present themselves in job interviews.

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Project TIPS Program

Description of Services: Project TIPS will enable incarcerated females in Armstrong County to develop skills in parenting and in the use of positive discipline and guidance techniques, therefore, increasing the mother's sense of self-worth and ability to deal with stressful child rearing situations. The parenting sessions will strengthen the parent-child bond and heighten the degree of communication between parent and child. Parent Educator will meet individually with every incarcerated female to explain the program and encourage participation.

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Prison Counseling at the Armstrong County Jail

Description of Services: Provides counseling to inmates of the Armstrong County Jail. Individual and group counseling will be performed to prevent possible suicide, change behavior and attitudes, assist in adjusting to incarceration, and to help in-mates growth and preparation for eventual release back to society. General Counseling, Group Counseling, & Drug and Alcohol Counseling may also be provided as well as the coordination with treatment providers to ensure continuity of care. This service is provided by Family A.C.T.S. and not by the prison staff.

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Day Treatment Aftercare & Mentoring Program

Description of Services: This mentoring program is offered to both dependent and delinquent youth who are transitioning from the day treatment program serving school

truant youth who are returning to the traditional school setting. A countywide day treatment program accepts students from all school districts serving Armstrong County residents.

Specialized Services: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: Community Action Mentoring Program

Description of Services: A one-to-one youth mentoring that matches a volunteer with a youth to help the youth develop healthy relationships, a strong self-esteem and to do better in school thus enabling them to become productive community members.

Interagency Coordination: (Limit of 1 page)

If the county utilizes funds for Interagency Coordination, describe how the funding will be utilized by the county for planning and management activities designed to improve the effectiveness of categorical county human services. The narrative should explain both:

- how the funds will be spent (e.g. salaries, paying for needs assessments, etc.).
- how the activities will impact and improve the human services delivery system.

The funds are used to supplement the salary of a staff person to oversee the coordination of the programs listed below. The Interagency Coordination will improve the effectiveness of coordination and partnership between local agencies, private and non-profit organizations, and advocacy groups. Interagency Coordination will assist agencies by establishing open and ongoing communication between agencies. We plan, report and coordinate the services between categorical programs on behalf of the County.

Other HSDF Expenditures – Non-Block Grant Counties Only

If you plan to utilize HSDF for Mental Health, Intellectual Disabilities, Homeless Assistance, or Substance Use Disorder, please provide a brief description of the use and complete the chart below.

Only HSDF-allowable cost centers are included in the dropdowns.

Program Name: Mental Health (Social Rehabilitation Services)
Description of Services: Provides payeeship services, budgeting, working on financial goals, assistance in completing financial forms and reports.

Program Name: Drug & Alcohol Counseling BHSI Outpatient/IOP
Description of Services: Outpatient individual or group counseling for adults and adolescent drug and alcohol abusers and family members of drug and alcohol abusers.

Category	Allowable Cost Center Utilized
Mental Health	Social Rehabilitation Services
Intellectual Disabilities	
Homeless Assistance	
Substance Use Disorder	BHSI Outpatient/IOP

Note: Please refer to Appendix C-2, Planned Expenditures for reporting instructions.

APPENDIX C-2
HUMAN SERVICES PROPOSED
BUDGET AND SERVICE RECIPIENTS
SPREADSHEET

**APPENDIX C-2 : NON-BLOCK GRANT COUNTIES
HUMAN SERVICES PROPOSED BUDGET AND INDIVIDUALS TO BE SERVED**

County: Armstrong	1. ESTIMATED INDIVIDUALS SERVED	2. DHS ALLOCATION (STATE & FEDERAL)	3. PLANNED EXPENDITURES (STATE & FEDERAL)	4. COUNTY MATCH	5. OTHER PLANNED EXPENDITURES
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MENTAL HEALTH SERVICES

ACT and CTT					
Administrative Management					
Administrator's Office					
Adult Developmental Training					
Children's Evidence Based Practices					
Children's Psychosocial Rehabilitation					
Community Employment					
Community Residential Services					
Community Services					
Consumer-Driven Services					
Emergency Services					
Facility Based Vocational Rehabilitation					
Family Based Mental Health Services					
Family Support Services					
Housing Support Services					
Mental Health Crisis Intervention					
Other					
Outpatient					
Partial Hospitalization					
Peer Support Services					
Psychiatric Inpatient Hospitalization					
Psychiatric Rehabilitation					
Social Rehabilitation Services	14		\$ 7,699		
Targeted Case Management					
Transitional and Community Integration					
TOTAL MENTAL HEALTH SERVICES	14		\$ 7,699	\$ -	\$ -

Please enter the MH allocation above (unless your county is a non-submitting joinder county).

INTELLECTUAL DISABILITIES SERVICES

Administrator's Office					
Case Management					
Community-Based Services					
Community Residential Services					
Other					
TOTAL INTELLECTUAL DISABILITIES SERVICES	-		\$ -	\$ -	\$ -

Please enter the ID allocation above (unless your county is a non-submitting joinder county).

**APPENDIX C-2 : NON-BLOCK GRANT COUNTIES
HUMAN SERVICES PROPOSED BUDGET AND INDIVIDUALS TO BE SERVED**

County: Armstrong	1. ESTIMATED INDIVIDUALS SERVED	2. DHS ALLOCATION (STATE & FEDERAL)	3. PLANNED EXPENDITURES (STATE & FEDERAL)	4. COUNTY MATCH	5. OTHER PLANNED EXPENDITURES
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HOMELESS ASSISTANCE SERVICES

Bridge Housing	1		\$ 1,500		
Case Management	899		\$ 84,062		
Rental Assistance	362		\$ 46,488		
Emergency Shelter	182		\$ 44,715		
Other Housing Supports	-		\$ -		
Administration			\$ 19,640		
TOTAL HOMELESS ASSISTANCE SERVICES	1,444	\$ 196,405	\$ 196,405		\$ -

SUBSTANCE USE DISORDER SERVICES

Act 152 Inpatient Non-Hospital					
Act 152 Administration					
BHSI Administration					
BHSI Case/Care Management					
BHSI Inpatient Hospital					
BHSI Inpatient Non-Hospital					
BHSI Medication Assisted Therapy					
BHSI Other Intervention					
BHSI Outpatient/IOP	240		\$ 8,755		
BHSI Partial Hospitalization					
BHSI Recovery Support Services					
TOTAL SUBSTANCE USE DISORDER SERVICES	240		\$ 8,755	\$ -	\$ -

Please enter the SUD allocation above (unless your county is a non-submitting joinder county).

HUMAN SERVICES DEVELOPMENT FUND

Adult Services	86		\$ 10,014		
Aging Services					
Children and Youth Services					
Generic Services	18,500		\$ 3,126		
Specialized Services	1,874		\$ 37,283		
Interagency Coordination			\$ 6,210		
Administration			\$ 6,886		
TOTAL HUMAN SERVICES DEVELOPMENT FUND	20,460	\$ 79,973	\$ 63,519		\$ -

Please note any utilization of HSDF funds in other categoricals and include: categorical and cost center, estimated individuals, estimated expenditures.	Mental Health, Social Rehabilitation Services, 14, \$7699 Substance Use Disorder, BHSI Outpatient/IOP, 240, \$8755				
GRAND TOTAL	22,158	\$ 276,378	\$ 276,378	\$ -	\$ -