

2022 Local Evaluation Instrument

Contact Information

Agency Name *

Person Completing this Form *

First Name *

Last Name *

Phone Number *

Email *

Title *

Grant Management

1. 1. Measurement of the percentage of funds the project spent for the grant year that was completed in 2021. (4 points)

Review the LEI Instruction Manual for details about how this question is scored.

Please answer the following set of questions for **each** project at your agency that did **not** spend 100% of funds for the grant year that was completed in 2021. To answer these questions for multiple projects, after the first project is completed, click on 'Add Another Project' at the bottom. Skip this question for any project that has spent 100% of funds, or for any project that is exempt from this question. Projects that were new or transferred in 2021 are exempt.

Note: All Chicago will receive data from HUD about expenditures which is why you are not asked to provide what percentage of funds were spent.

Project
Name:

HMIS
ID:

Grant
Number:

1a. Explain the reason the project did not spend 100% of the funds.

1b. Is the project willing to reallocate funds in 2022?

- Yes
- No

If willing to reallocate, provide the amount.

(\$)

Add Another
Project

Persons of Lived Experience Input

1. Which of the following did the agency use to seek input from participants **at least once in 2021**? (3 points)

(Check all that apply.)

- Survey
- Advisory council
- Townhalls, community/resident meeting
- Representative with lived experience on the Board of Directors
- Suggestion box
- Other method of actively seeking input (specify):

*

2. If a survey is selected, you must also upload a blank copy of the survey used. If your agency is selected for CoC Monitoring in 2022, you may be asked to provide evidence of your response to this question. For example, if the agency indicates a survey was administered, All Chicago may ask to see the results. If the agency indicates a townhall occurred, All Chicago may ask for attendance sheets, meeting notes, or other documentation.

Please upload a blank copy of the survey that was used in 2021 here.

*

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3. 2. Describe the intentional steps the agency has taken to ensure there is at least one method for participants to provide feedback completely anonymously. (2 points)
(maximum 300 words)

4. 3. Describe how the agency (in calendar year 2021) involved current or former program participants, or other people with lived experience of homelessness, in planning or performing program operations and/or providing services through employment or volunteer roles (beyond having a board member of lived experience)? (2 points)

(maximum 300 words)

Certification of time period.

Check this box if the example you are describing took place in 2021.

Narrative:

5. 4. Does the agency include one or more people of lived experience on its Board of Directors or other policy making entity? (2 points)

(Check all that apply.)

Person/people of lived experience on the Board of Directors

Person/people of lived experience on other policy-making entity (specify the entity):

*

None of the above

6. 5. Describe **one example within the last year** (January 1, 2021 - December 31, 2021) of a change made to a program, process or policy that resulted from direct input provided by a program participant(s) or Board member(s) of lived experience. (5 points)

(maximum 300 words)

(maximum 300 words per sub-question)

Please describe the most impactful example of a change during the 2021 calendar year. Please address each of the sub-questions below.

a) Describe what change was implemented as a direct result of input.

b) When did this example take place?

c) Detail the method used to actively collect the input that gave rise to this change.

d) Detail the steps taken to review and consider the input among agency staff, decision making entity or Board.

e) List all ways the program or policy change was communicated to program participants.

7. 6. If your agency has one or more board members of lived experience, how does it support them (or decrease any barriers they may experience) to fully participate in all board activities?

This is an informational question. It is not scored.

8. 7. If your agency currently doesn't have any people of lived experience on its board, please explain why.

This is an informational question. It is not scored.

Project Performance Section

9.

If your agency has a project that does not use HMIS because it serves survivors of domestic violence, upload the performance data in an excel file here. You will receive an email from All Chicago with a specific excel template to use. If you have not received this email, please contact cocprograms@allchicago.org.

If all of your agency's projects use HMIS, please skip this question.

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Certification

Verify the following: *

- By checking this box and entering the Authorized Representative name in the space below, I certify (1) to the statements contained in this form (2) that the information throughout the application is true, complete, and accurate to the best of my knowledge and (3) all supporting documentation will be made available if selected for a site visit conducted by CoC representatives and All Chicago staff.

Authorized Representative Signature: *

Clear

Sign name using mouse or touch pad

Signature of

