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- St. Clair County LPB Support
- United Way St. Clair County Letter of Commitment
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- Target Area Map

Part of the application packet but not attached are: SF 424, SF 424A, Certification Regarding Lobbying

<i>Acronyms</i>			
BCP	Basic Center Program	MIBOSCOG	Michigan Balance of State Continuum of Care
BWCAA	Blue Water Community Action Agency	MSHDA	Michigan State Housing Development Authority
CEO	Chief Executive Officer	PYD	Positive Youth Development
CYS	Comprehensive Youth Services, Inc.	RESA	Regional Education Service Agency
CoC	Continuum of Care	RHY	Runaway and Homeless Youth
FYI	Family Youth Interventions	RHY-HMIS	Runaway Homeless Youth Homeless Management Information System
HARA	Housing Assessment Resource Agency	SCC	Saint Clair County
HMIS	Homeless Management Information System	SOP	Street Outreach Program
IS	Intervention Specialist	TLP	Transitional Living Program
LPB	Local Planning Body	YHDP	Youth Homeless Demonstration Project
MDHHS	Michigan Department of Health and Human Services	YHSI	Youth Homeless Systems Improvement

PROJECT SUMMARY

Project Title: The Harbor Basic Center Program
Applicant Name: Comprehensive Youth Services, Inc. / The Harbor
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Websites: **CYS:** <https://comprehensiveyouthservices.org>
The Harbor: www.harboryouth.com
Federal Funding Request: \$250,000 per year
Target Population: Runaway, Homeless, At-Risk, and Street Youth ages 9 through 17
Proposed Service Area: Saint Clair, Sanilac, and Huron Counties in the State of Michigan
Project Site Information: Address: 929 Pine Street, Port Huron, Michigan 48060
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Proposed Project: Comprehensive Youth Services, Inc. is applying for Basic Center Program (BCP) federal grant funding of \$250,000 annually to support the runaway and homeless youth (RHY) program, The Harbor. We intend to strengthen and leverage services in the St. Clair, Sanilac and Huron Counties of Southeastern Michigan, and continue the much-needed services we have provided for over 45 years. The Harbor is a community-based emergency shelter program providing 24/7/365-day shelter, counseling, and crisis intervention services.

Population Served: The Harbor serves youth ages 9 through under 18 who have left home without permission of their parent/legal guardian (LG), were forced to leave home, cannot live safely at home, or have no access to a safe alternative living arrangement. Runaway, homeless, or street youth may end up involved in systems such as the juvenile justice or child welfare systems. The Harbor also provide services to end sexual exploitation and sex and labor trafficking incidents amongst RHY or street youth.

Needs to be Addressed: The Harbor is the only RHY provider in St. Clair, Sanilac and Huron Counties. RHY have a disproportionate amount of behavioral and emotional distress because they lack sufficient resources to care for themselves and are at risk of victimization. These young people are urgently in need of emergency shelter, crisis intervention, life skills education, connections to community, and individual, group, and family counseling. RHY also need services to enhance their education and employment opportunities. The Harbor's objectives are to assist RHY in realizing improvements in four outcome areas: 1) Access to safe and stable housing, 2) Connections to school and employment, 3) enhance social/emotional well-being and self-sufficiency, and 4) help build permanent connections with families, communities, schools and other positive social networks.

Proposed Services: The Harbor provides a *Comprehensive Youth Centered Service Model* offering access to shelter, gateway services, screening/assessment, case management, individualized service planning, counseling, trauma informed intervention, and follow-up/aftercare. The Harbor will provide emergency shelter and support services to 70 RHY. The Harbor's BCP uses a Positive Youth Development (PYD) approach to assist youth in overcoming issues and engage successful family reunification or move to safe, stable housing.

Project Description/Evaluation: Comprehensive Youth Services, Inc. (CYS), a private non-profit corporation, is submitting a proposal for a Basic Center Program (BCP) to continue operating The Harbor, a community-based runaway and homeless youth (RHY) emergency shelter. The Harbor, which opened in 1978 and has received BCP awards since 1983 is requesting continued support of \$250,000 annually for a 3-year cycle. CYS/The Harbor provides a BCP, TLP, and SOP to youth in crisis in St. Clair/Sanilac/Huron Counties, Southeastern Michigan (MI). The applicant is referred to as The Harbor throughout this proposal.

1. Need for Assistance

1.1 Demonstrated Need for the BCP:

Geographic Location: The Harbor provides RHY services to youth between 9 and under-18, in St. Clair, Sanilac, and Huron Counties, MI. The Harbor shelter is in the city of Port Huron, which is the county seat for St. Clair County, MI. The central location is on a main bus route and within walking distance to the library, MDHHS, St. Clair County Community Mental Health (CMH), 2 hospitals, several churches and schools including Port Huron High School, shops, parks, “Main Street,” and all city/municipal offices. The location is easily accessible to RHY within walking distance to the Black River where youth tend to congregate. The home is located a half-mile from Wings Transitional Living Program (TLP) and 1 mile from The Harbor Street Outreach Program (SOP), both of which are FYSB funded programs. The program is 3 miles from the Blue Water Bridge, which serves as an entry to Canada. The BCP is close to Lake Huron with miles of beaches, boardwalks, and vacant land where youth tend to hang out. The three county service area spans 191 miles of shoreline along Lake Huron in southeastern MI’s “Thumb.” The BCP is the only RHY program serving this region of Michigan. There is documented evidence that there is an estimated 700 RHY annually in the proposed service area.

The Harbor is located at 929 Pine Street Port Huron, MI in St. Clair County (SCC). St. Clair County is the largest of the three counties with Port Huron being the most densely populated city and bordering Canada. It is the principal county in The Blue Water Area, a sub-region of the Thumb. SCC covers 721 square miles and is bordered by Sanilac County, which is 962 square miles, with Huron County covering 835 square miles. The three counties total 2,519 square miles. SCC is a mix of urban and rural communities while Sanilac and Huron are both rural with large farming communities. The top of Huron County is approximately 70 miles from Port Huron where the BCP is located. (See Attached Map p#82)

Physical: The target area is large and a dynamic mix of urban and rural with SCC having a mix of both and Sanilac/Huron being mostly rural. RHY in rural areas are much less visible than those youth in urban areas. Rural areas face almost non-existent public transportation, access to social services, and barriers to physical and mental health care. The 2023 St. Clair County Community Health Improvement Plan has determined that community members are facing critical issues in the following areas: access to mental and physical health services, chronic disease, obesity, substance abuse, and affordable housing. Over thirty organizations have participated in creating a community plan to strategize the most effect way to implement countywide improvement. Sanilac and Huron Counties are both served by the Human Development Commission, which also completed a survey in 2023. Residents in these counties are experiencing significant barriers in employment, education, cost of living, housing, transportation, and physical and mental health services. It is imperative to recognize that both community needs assessments found similar obstacles and problems. RHY have all of the problems demonstrated in these surveys and face additional barriers to education, street victimization, and histories of physical and sexual violence. When a youth is homeless, entire

systems break down and survival becomes paramount.

Economic: The Priority Points Mapping Tool shows Port Huron, the county seat has 4 priority points of poverty. The MDHHS 2023 report card shows a dramatic decrease in prosperity for St. Clair County citizens with; a 6.9% increase in unemployment, and a total of 16,523 households qualifying as asset limited, income constrained, employed (ALICE). Data USA finds that nearly 15% of Sanilac County residents, and 12% in Huron County live below the poverty line. The three counties have vast areas that are used for farming and rely heavily on the automotive and manufacturing industries for employment that have experienced massive declines in sustainability and employment. As less money is earned, residents struggle to meet housing costs that are increasing at an astronomical rate, proving to be problematic for households at the bottom of the income distribution. An overwhelming amount of youth are living in multi-family households with two or three families sharing one dwelling.

Social: RHY often lack the education or skills to be employable. Their socio-demographic disadvantages combined with risk-taking behaviors pose a threat to their immediate and future physical and psychological health and well-being. RHY often reside in conditions that are unstable or distressed, heightening potential consequences including depression, low self-esteem, academic problems, delinquent behavior, employment problems, financial and social problems, running away, health issues, increased risk of sexual exploitation, violence, and leaving home with few survival skills. In 2023, two youth between 13-17 years of age committed suicide and 1 youth died from unknown causes in the service area. According to the **KidsCount** Data Center 242,000, youth in the state of Michigan suffer from anxiety or depression. The SCC Child Abuse and Neglect Counsel reports 3,000 youth are per year need CPS intervention. The 2023 SCC Point in Time (PIT) count found 133 homeless people, with 92 adults, 41 children and 23

families. In Sanilac County, there were 12 homeless adults, and in Huron County 41 homeless individuals/families were counted with 9 identified as youth. The following agencies provided shelter services in SCC to 202 youth at Blue Water Safe Horizons domestic violence shelter, 54 at Pathways Homeless Shelter, and 93 at the Housing Assessment Resource Agency (HARA).

Financial: The service areas currently struggle financially with unemployment rates at; 4.60% in SCC, 5.90% in Sanilac County and 6.90% in Huron Counties to date in 2024. RHY and their families’ financial issues are exacerbated by youth dropping out of high school, lower education levels completed, lack of job skills, and lower financial literacy, leading to non-sustainable and or low-paying employment. Evidence indicates RHY often have a hard time getting an education and supporting themselves financially.

Institutional: Youth institutional services include mental health and juvenile justice in Michigan. It has been reported that the state is in need of 500 new mental health hospital beds for youth in crisis, with youth spending an average of 5 days in the emergency room for mental health services. In SCC 1,120 youth received mental health services, with the Community Mental Health stating, “1 in 5 youth have a diagnosable mental health condition; only half will receive care.” In a survey of law enforcement in the three Counties, 172 youth, ages 12 -17, were reported as runaways. 2023 data in chart below provides juvenile court statistics for each county:

County:	New Court Filings	New charges w/ prior convictions	Under Supervision
Huron	753 youth	118 youth	877 youth
St. Clair	3,253 youth	183 youth	4,898 youth
Sanilac	998 youth	137 youth	193 youth

Trafficking: The Human Trafficking Hotline received 295 cases of trafficking in 2021 (most recently reported) with 67 reported minor victims. The most recent statistics show that 238 of the cases in Michigan were exclusively sex trafficking, 16 cases were labor trafficking, with the

remaining being victims of both. The Harbor service areas are considered high trafficking locations due to easy access to two major interstates between Detroit and Flint, the Bluewater Bridge to Canada, and the large farming communities at risk for labor trafficking. Young people are often not willing to report their perpetrator for fear of retaliation or out of loyalty to the person so statistically data is generally regarded as being a small glimpse into the real problem. According to a detective at the State Police, “Predator’s swoop into small communities to groom young people and take them to bigger cities to traffic them.” This information provides concern regarding the safety and well-being of children, youth and families in the target area. Michigan ranks #2 for sex trafficking and is considered a trafficking Hub.

We extrapolate from the data above that there are over 5,000 youth with unstable or unsafe living conditions and an estimated **700 RHY** reside in the service area, demonstrating the need for services that clearly exceeds the funding available. In 2023, The Harbor Street Outreach Program (SOP) provided crisis services to 240 RHY with 42 youth creating safety plans.

Partnerships to End Homelessness: The Harbor has an extensive list of community partners that share the goal of ending homelessness (see table pages 33-34). The Community Services Coordinating Body and the Housing and Support Services Workgroup, which serves as the Local Planning Body (LPB) has more than 60 agencies engaged in the mission. In the attachments are a letter of support from the CSCB, Memorandum of Understanding from Pathways Homeless Shelter and Blue Water Safe Horizons Domestic Violence Shelter, and Letter of Support from United Way. The Harbor is also a member of the Thumb area LPB, with both LPB’s serving under the Michigan Balance of State Continuum of Care (MIBOSCOC).

1.2 Target Population and Number of Youth to be Served: Most homeless youth either run away, have been kicked out of unstable homes, are abandoned by their families or caregivers,

or have a history of residential instability and disconnection. Parental issues and ensuing conflict related to a youth’s sexual orientation, gender identity or gender expression is another reason youth become homeless. These youth are vulnerable to negative experiences including exploitation, victimization, engaging in unprotected sex, having multiple sex partners, and substance abuse. Youth who engage in high-risk behaviors, are more likely to remain homeless and experience an increased likelihood of exchanging “survival sex” for food, clothing and shelter or dealing drugs to meet basic needs. Tangible needs of RHY are emergency shelter, gateway services, education, employment alternatives, counseling, case management, safe/secure stable housing, and assisting youth with safety plans. Intangible needs are safety, protection, acceptance, community engagement, healthy relationships, conflict resolution with family members, positive role models, trauma recognition, enhanced protective factors and care rooted in a PYD approach. The following chart depicts the racial demographics for the three counties:

<i>Demographics</i>	<i>St. Clair</i>	<i>Sanilac</i>	<i>Huron</i>
Population	159,874	107499	41295
Caucasian	143,886	8114	5459
African American	3,996	133	103
American Indian	1,995	44	197
Hispanic	4,995	490	303
other	5,002	27	13
0-17 year old	31,974	8088	6075
Investigated child abuse/neglect	3367	1023	659
Children in poverty	5947	1849	1257

The vision of The Harbor is to strengthen our community-based project to meet the immediate needs of RHY and street youth through temporary shelter and services that encourage family reunification or exits to safe/secure housing. The BCP provides up to 21 days of emergency shelter, crisis intervention, and counseling services to youth under the age of 18 who meet one or more of the following criteria:

- Have run away or left home without permission of their parents or guardians
- Have been forced to leave their home
- Cannot live safely with a parent, legal guardian, or relative
- Have no other safe alternative living arrangement
- May have contact with law enforcement or the child welfare, mental health, or juvenile justice systems
- Who have been subjected to or are at risk of being subjected to sexual abuse, sexual exploitation, and sex or labor trafficking.

The immediate needs of RHY and their families are met by providing up to 21 days of shelter while seeking family reunification or locate an appropriate safe alternative placement. Youth are not provided shelter beyond the 21-day maximum. The Harbor uses strong collaborations to ensure youth have a safe, secure exit within the 21-days. In the event a safe secure alternative is not possible, The Harbor contacts Child Protective Services to find a suitable alternative placement. The Harbor also focuses on assisting youth and families in reducing reliance on social services by having a self-sufficient network in place that provides support so that youth can maintain safe, stable, and appropriate living and well-being. The Harbor served 181 individual youth in the previous grant cycle with the following key points:

- Gender: 83 females, 90 males, 8 LGBTQIA2s+
- Race: African American 53, White 104, and Other 24
- Family reunification: 147
- Exited to temporary shelter, CPS, hospital, or hotel: 34

Additionally, during the Homeless Management Information System intake assessment the following percentages of youth reported these identifying issues.

<i>Identifying Issue</i>	<i>%</i>	<i>Identifying Issue</i>	<i>%</i>
Conflict w/Family	71%	Mental Health/Youth	57%
Housing/Family Homelessness	71%	Mental Health/Family	42%
School/Education	57%	Substance Abuse/Youth	57%
Unemployment/ Family/Youth	28%	Abuse/Neglect/Youth	64%
Sexual Orientation/Youth /LGBTQIA	20%	Juvenile Justice Involvement	57%
Health Issues/Youth	14%	Victim of Bullying	42%
Domestic Violence Victim	14%	Sexual Assault Potential Trafficked	14%

Plans are in place for youth who are not part of the target population to be served when identified during the screening process. These youth are referred to partner or coordinating agencies such as Community Mental Health, Havenwyck, or Harbor Oaks Psychiatric Hospital for youth with diagnosis or are a risk of harming themselves or others, MDHHS for foster care youth, and Family Court for youth in the Juvenile Justice system. The Harbor will serve **70 youth through emergency shelter and counseling services, who are 9 to under 18 years, that are runaway or homeless, at risk of becoming an RHY, are trafficked, sexually assaulted, at risk of being trafficked or assaulted on the street.** Support services, such as 12 weeks of aftercare, are offered to a youth/families to prevent a youth from repetitive runaway or homeless instances.

Cost Benefit of Providing BCP Services: If The Harbor were not available to RHY in the three county service area, the results would be devastating to the communities we serve. Due to homelessness, unaccompanied youth face devastating harms and barriers in life, which hinder their ability to re-assimilate into society, depress their motivation, and inhibit them from becoming independent, successful and contributing members of their families and communities. The consequences of homelessness bring despair to youth in the form of mental health problems, substance use, victimization and criminal activity, unsafe sexual practices, barriers to education and employment and compromised well-being. These problems further burden society with the cost of finding ways to take care of these youth. If not helped by The Harbor, they will likely become an addition to the population of chronic homeless adults. Youth who are homeless commit survival crimes that include theft or robbery to obtain food, trespassing to be in a safer or warmer place or engaging in physical altercations to protect themselves while on the streets, may become victims of commercial sexual exploitation or labor trafficking and enter the juvenile justice system through charges related to victimization. Justice involvement, particularly secure

detention, has been linked with later involvement in the criminal justice system, physical or mental health problems, poor education outcomes and difficulty in the labor market later in life. If The Harbor is funded, the aforementioned issues will be mitigated or prevented. RHY and communities will benefit from seeing an increase in youth reunited with families or in safe secure settings, a reduction in crime and having to use government dollars to deal with the issues that will occur if the program is not funded. Costs associated with youth homelessness include emergency room visits, hospital stays, and involvement in the juvenile justice or child welfare system. The average cost of an emergency room visit is \$2,200, with MDHHS stating youth residential behavioral care starting at \$283 per day. The cost of foster care is nearly \$7,515 per year, and incarcerating a youth in adult jails in MI costs \$34,000 per year. The cost of managing an offender in the community, i.e., probation or parole, is on average \$3,461 per year. The average cost to place a youth in a secure private facility is \$252/daily, with the Juvenile Detention Center charging \$235 per day. A Minnesota study cites “early intervention to avoid sex trading and trafficking of female youth passes a rigorous benefit-cost test with a return on investment of \$34 in benefit for each \$1 in cost. It is in the best interest of taxpayers to invest in prevention/early intervention services for RHY who are at highest risk for sex trading and trafficking”. These costs are all after a youth has been diagnosed with a mental health issue, removed from their home by CPS, or convicted of a crime. There are no cost estimates to the youth, their families, or the community for any behavior issues or committed crimes before these interventions occur. In considering all funding sources that comprise the total budget for The Harbor the estimated annual cost to provide services to each youth is \$4,789. The Harbor aims to help a youth before their mental health problems are exacerbated, before CPS contact, before a youth is trafficked, and before a youth commits crimes just to survive, saving the community and

the youth from an exhausting cycle of health, behavioral, or criminal issues leading well into adulthood. It is our responsibility to help change the trajectory of young people's lives away from homelessness, incarceration, placement in the child welfare system and/or victimization on the streets. The Harbor is a lifeline to assisting youth in coming in off the street and providing services that will lead to successful outcomes in social/emotional well-being, permanent connections, education, employment and safe and stable housing. If The Harbor were not available, the entire safety net for RHY, trafficked or sexually assaulted RHY and those at risk would result in costly and negative impacts to the RHY, families, and communities. The Harbor BCP is committed to serving emerging, unserved, or under-served populations, with the primary purpose of the BCP to provide temporary, emergency shelter and counseling services to youth less than 18 years of age.

2. Approach:

2.1 Safe, Stable, and Appropriate Shelter: The Harbor offers a “*Comprehensive Youth Centered Service Model*” to each youth receiving services that includes intensive case management, individual, family and group counseling, gateway services, screening, assessment, aftercare, follow up 90/180 days after the youth exits the shelter, and connection to a continuum of care providers. Youth are provided referrals to the Human Trafficking Clinic, Legal Aide, Polaris Project, National Human Trafficking Hotline, MI Runaway Hotline, victim's rights offices, 211 and MDHHS. (See Logic Model P 49-51).

2.1.1 Shelter and Counseling Services: The program provides 24/7/365 access to shelter or services to youth. A public phone is staffed 24/7 for all manner of calls including crisis calls or collect calls from RHY. The Harbor is the only provider in the target area to offer emergency shelter and support services 24 hours a day to RHY/street youth. The availability of shelter and

crisis intervention services to assess imminent and emergency needs, diffuse the crisis and explore treatment options is non-existent outside of The Harbor's services in all 3 counties.

Parental Consent: The Harbor services are voluntary for youth and their families. The Harbor operates in full compliance of state law mandating parental consent to shelter minor children.

Within an hour of a youth's arrival at the shelter, staff attempt to contact the youth's parent/legal guardian, obtain permission for the youth to stay, and arrange for the parents/LGs to come in within 24 hours to complete the necessary forms, which is well under the 72- hour FYSB requirement. If the parent/LG cannot be reached by phone within 24 hours they may be contacted at work, via a relative, or staff may contact the police to go to their home to inform the parent to contact the shelter. In the event The Harbor or police are unable to contact a parent/LG for consent to provide care, Child Protective Services (CPS) is notified, and recommendations are followed. BCP funds are not used for providing respite care i.e., services that provide parents and other caregivers with short-term childcare services that offer temporary relief. **The Harbor is never used as a respite facility** and families are assisted in locating respite services through MDHHS and CMH. A parent/LG cannot bring a youth to a BCP shelter with the intention of abdicating their responsibility to provide shelter. If a youth is forced to leave their residence, whether that was the home of their parent or any legal guardian, and has no safe alternative living arrangement, they are considered homeless and eligible to receive BCP shelter services.

Individual, Family, Group Counseling: The Harbor provides individual, family, and group counseling as appropriate, along with guidance, support, and referrals to community partners during a shelter stay. The Advocates/Therapist provide advice to runaway or otherwise homeless youth and their families during counseling sessions to work towards conflict resolution and family reunification. The Harbor also provides 12 weeks of aftercare, and follow-up services

30/60/90/180 days after exit to prevent or mitigate a youth from running away or otherwise becoming homeless. These services are offered to a youth/families if there is a break in residential stay or aftercare. The Harbor has not provided aftercare services beyond 12 weeks.

Individual counseling: The Harbor provides individual counseling for youth under age 18 for up to 21 days that is strength-based, trauma-informed, rooted in harm reduction, and youth lead. This helps build communication skills, problem-solving strategies, strengthens family relationships, sets goals for healthy living, addresses the challenges of adolescent development, evaluates a course of action, and develops an aftercare plan leading to safe and stable living arrangements. Needs are continuously evaluated, and treatment is adjusted accordingly during the client case reviews at weekly clinical supervision. Person-centered individual counseling sessions are offered daily. Each youth receives an average of 11 hours of individual counseling, 6 hours of family counseling and 10 brief check-in counseling sessions, along with an average of 20 hours of group counseling during the 21 days in residential care.

Family Counseling: The Harbor uses a family-centered plan to successfully reunite families and provide permanency planning. The Therapist or Advocate begins the therapeutic process by assessing the family's ability and motivation to address problems, to accept the youth back into the home and family, or to help the youth identify and seek alternative living arrangements. A minimum of 3 family sessions with reunification being the goal are scheduled during the youth's stay. Family counseling is guided by an initial assessment of developmental needs, circumstances, social and cognitive functioning, and family strengths and desires. A service plan is developed with the youth/family establishing treatment goals designed to begin the reunification process. Using the family as the major source of strength and support, the therapist/advocate attempt to reconnect the youth with their caregivers and begin the healing

process. Counseling sessions are navigated in a safe and nurturing manner, identifying breakdowns in the family systems and teaching caregivers the skills necessary to help their child accomplish development goals and tasks. Cultural and ethnic considerations ensure a family's right to preserve each member's unique sense of identity, beliefs, customs and ideals. The crisis and impact of past and present trauma combined with the feelings of hopelessness and frustration often leave parents/LG and family members feeling challenged and pessimistic. The therapist/advocate boost protective factors to increase a sense of hope and reduce anxiety. Each case is assessed individually, and a plan is developed based on the availability of resources and willingness of the family to assist in finding alternative placements. There are occasions when the parents refuse to participate in counseling. In the most critical situations of suspected abandonment, abuse/neglect, The Harbor contacts Children's Protective Services (CPS) immediately and follows up with a written report (3200) within 24 hours. The Harbor works with CPS to ensure the youth is safe and, if necessary, is placed in a safe, secure home environment that complies with statutes governing such cases. Counseling is offered to all families of youth receiving shelter care as well as those who receive support services exclusive of shelter care. Counseling is offered 7 days a week to ensure services accommodate the youth's/family's academic and employment schedules with all families receiving on average 6 hours of family counseling during the youth's stay. All counseling is provided by Bachelor/Master's Degree advocate/therapist with expertise, training and experience in Motivational Interviewing, Solution Focused Brief Therapy (SFBT), child and adolescent development, trauma informed care, PYD, Harm Reduction and crisis response with a focus on youth and families. The Director of RHY, a Licensed MSW, supervises the clinical component. Discharge planning begins at the intake assessment, where the youth and families work together to determine living arrangements in the

best interest of all concerned. **Group Counseling:** Includes techniques such as modeling, experiential learning, problem solving and empathetic guidance. The Harbor uses a team approach in delivering group counseling services. Group Counseling includes life-skills and interpersonal groups as well as group activities. Clinical groups are conducted by the therapist that are beneficial to the youth. For youth in the shelter, group is daily and addresses past trauma, resolving conflict, effective coping skills, and a myriad of other topics to increase the youth's social and emotional well-being, establish connections with caring adults and increasing the likelihood of safe and appropriate exits. The Harbor staff offer Life Skills activities that focus primarily on topics that increase the youth's self-sufficiency, such as resume-building and mock interviews (*enhancing outcomes in employment success*), creating and sustaining a budget, opening bank accounts, meal preparation and safe habits in food storage and preparation, and many more. Often, this has been the first opportunity for the youth we serve to be given responsibilities and expectations of success. These skills are especially important for youth transitioning to Wings TLP or another supportive housing program. 100% of youth in the shelter participate in "Group" and Life Skills activities. **Evidence-Based or Evidence-Informed Interventions** include *Motivational Interviewing*, an evidence-based practice that includes assessment, empowerment, empathy, and active listening, and that promotes respect and understanding. *Motivational Interviewing* is on-going work with RHY/families and includes basic skills such as: the ability to ask open-ended questions, provide affirmations, and reflective listening. The therapist and advocate provide empathetic intervention leaving families with hope that something positive will result from the crisis. The Harbor also uses *Solution Focused Brief Therapy (SFBT)*, a form of Cognitive Behavioral Therapy that encourages youth to develop a vision of the future and offers support as they determine the skills, resources and abilities needed

to achieve that vision successfully. SFBT also aims to help RHY find tools they can use to manage symptoms and cope with challenges. These approaches increase the likelihood that RHY will improve well-being and strengthen protective factors i.e., positive attitudes, values or beliefs, conflict resolution skills, good mental, physical, spiritual and emotional health, positive self-esteem, success at school, and strong social supports.

2.1.2 Shelter Structure and Licensure

License: The project is licensed for a maximum of 10 youth, ages 9 to under 18, sheltered for not more than 21 days and is fully operational. **The proposal is seeking federal funds for 8 beds in a 10-bed facility.** The other 2 beds are state funded for youth outside the child welfare or foster care system. The Harbor is **licensed** through MI as a Child Caring Institution and found to be exceptionally within compliance with applicable licensing statutes and administrative rules over the last 20+ years. All staff meet or exceed the minimum licensing requirements/qualifications and credentials are on file. Full licensing reviews including health and fire safety inspections are conducted biannually with an interim inspection conducted midpoint. *(See License Attachment p77)* The Harbor utilizes RHY shelters in the MI Network (all licensed) if services are needed in another area of MI. The Program Director looks up the licensure of any youth shelter licensed through the Bureau of Children Licensing for licensing status to ensure the program is licensed and in good standing. Adult family shelters are not required to be licensed in MI. The Harbor is operating in compliance of all Performance Standards evidenced by a federal monitoring site visit in March 2022 in which CYS/RHY programs were found to be in full compliance.

Physical Structure: CYS/The Harbor purchased the house in December of 2015. *(See Deed, Attachment p85)*. The facility provides a welcoming youth-friendly environment in a two-story home. The first floor consists of a large group room, kitchen, dining room, living room,

bathroom, private counseling office, staff office, and front office. The second floor has 4 youth bedrooms, a bathroom, and counseling/staff office. The bedrooms consist of a spacious “Ocean” themed room with four beds, an “Africa” room with two beds, a “Dinosaur” room with two beds and a “Space” room with a single bed. “Space” is frequently used by clients who need their own space to heal, are non-binary, LGBTQIA2s+, or older than other clients in the program. The program has a 10th bed that can be moved into any of the rooms based on need, or used on the first floor for clients with disabilities. The shelter is compliant with all *American with Disabilities Act* Requirements, is partially fenced for client safety, and has a basketball court for youth. To ensure the continual safety and supervision of residents, the staff to resident ratio is 1 direct care worker for 6 residents when youth are awake and 1 to 10 when they are sleeping with bed checks completed on a staggered basis every 15 minutes throughout sleeping hours, which meets state/federal standards. The Program Manager schedules additional coverage for youth needing individual attention or support. The Harbor does not house youth over 18 years of age.

2.2 Comprehensive Youth-Centered Services Model

2.2.1 Positive Youth Development (PYD) & Trauma-Informed Care: PYD: *The principles of PYD* include promoting: Safety, Sense of Belonging, Increase in Well-being, and Physical and Mental Health, which are incorporated throughout the programming for The Harbor and the organizational philosophy. The Harbor’s program is rooted in a strength-based PYD approach that engages youth within their communities, schools, organizations, peer groups, and families. Through this engagement, we can recognize, utilize, and enhance young people’s strengths, successes, and achievement. Further promoting positive outcomes for young people by providing opportunities, fostering positive relationships, and furnishing the support needed to build on their leadership skills. The next table provides insight into some of the ways The Harbor utilizes a

PYD framework as an intentional, prosocial approach to engage youth. Each youth has different needs and aspects to their personal self that a tailor made approach is most effective based on the framework of PYD and youth choice.

<i>Principle of PYD:</i>	<i>How The Harbor Implements PYD:</i>
All Factors	Staff training: RHYTTAC PYD, Recipient Rights, Person Centered Planning, Crisis Intervention, DHHS “Promoting Positive Pathways of Growth” booklet, Mental Health First Aid, and attend National RHY annual conference, MI Network Annual Conference, among other training opportunities. PYD starts with staff implementing effective communication, role modeling appropriate behaviors, exhibiting positive work ethic, being non-discriminatory, using person-first language, and continuous positive reinforcement through utilizing the PYD toolkit.
Protective Factors	Provides physical and psychological safety through shelter services and counseling. Sets clear expectations for behavior, enhances decision-making skills, and provides emotional and moral support.
Positive Influences, Adult Role Models	Volunteer opportunities and links with local organizations such as The Bluewater LGBTQIA2s+ Allies, SON’S, and The YMCA so youth can build durable relationships with peers and supportive adults.
Enhance Self-Worth, Well-Being, Self-sufficiency	Life skills education on Self-sufficiency, advocacy, and worth. Positive reinforcement, recognizing youth’s strengths, healthy communication, consent and boundaries. Life skills are continued in counseling to measure youth’s progress.
Emotional Identification and Management	Coping skills, emotional management classes with I.M.P.A.C.T, effective communication skills, emotional recognition, therapy, group counseling, managing impulses, and positive emotional outlets.
Opportunities to Build Social Values and Skills	Participation in activities such as Skill Building classes such as mending clothing, identifying plants, automotive, wood-working, and A.I./tech at the Library. Group outings to stores, movies, amusement activities and community volunteering or engagement. Promote cultural awareness activities.
Youth Engagement	Youth set goals and lead counseling sessions. They plan the menu, daily schedule, and all activities at the program. Youth speak at public events, help host Harbor BBQ and resource fairs, attend Dome Day with legislature, attend MI Youth Summit, participate in outreach and PIT count, and complete exit surveys. A youth is on the board of CYS. They create social media posts, artwork displays, and public service announcements. Youth collaborate with staff on best ways to engage other youth, implementing youth leadership, DEI, and other factors. Youth are engaged in the Youth Advisory Board through the MIBOSCOC. A YAB is under development pending a “ <i>Youth Homelessness Systems Improvement Grant Application.</i> ” (See section 2.3 p22 for additional information on youth leadership, engagement, and collaboration.)

Trauma Informed Care: Trauma informed care is the basis of responding to the client’s most imminent needs and providing an atmosphere that is safe and comfortable as the staff adapts to the needs of each client’s specific healing journey. The staff using a trauma-informed approach empowers the RHY to identify a direction they want to go. Trauma informed care offers interventions that allow RHY to feel supported and protected from harm in relationships and

social settings. The Harbor boosts protective factors in youth who have experienced trauma during the healing process and risk factors facing youth are identified. Boosting protective factors provides a sense of control over one's life; promotes safety, social and emotional well-being, self-sufficiency and closeness in interpersonal relationships. Through PYD and TIC, youth are equipped with key competencies, attitudes, and behaviors to mitigate risks and build personal success across multiple domains of daily life, including school, work, relationships, and community involvement. Countering negative behaviors with an approach of support and a safe and secure environment that is sensitive and responsive to the complex needs of trauma survivors and a listening ear that builds a trusting relationship is paramount in the delivery of services. Consultation and support from co-workers and colleagues are accomplished through team supervision and scheduled debriefings to problem solve difficult cases and cope with the emotional demands of providing care to those who have been traumatized. Current and historical trauma is identified and the impact of the trauma on the youth and family members is assessed followed by the development of the case plan. The identified impact of the trauma helps to guide and navigate the future course of action. Youth, who experience trauma struggle with adjusting to rules, appropriately asking for help, managing behaviors and emotions, and understanding expectations to be successful in the program. The Harbor utilizes online training modules that offer trauma-informed trainings via the National Child Traumatic Stress Network (NCTSN), FYSB RHYTTAC, and the *Psychological First Aid for Youth Experiencing Homelessness model* to identify strategies that address present and historic trauma impacting RHY.

Ensuring Equity: Equity, Diversity, and Inclusion are built into the foundation of CYC and the RHY programs managed by the agency. Youth leadership, policies, and staff training are all in place to ensure every client is viewed as an individual and provided services that match their

level of need. (see section 7 p72-75)

2.3 Outreach Implementation Strategy

2.3.1 Outreach, Education Awareness, Youth Engagement Coordination, Gateway Services

The Harbor’s outreach plan includes actively finding RHY and street youth, or youth at risk of becoming RHY, who might not use the program services due to lack of awareness or active avoidance, providing information to them about services and benefits, and encouraging the use of appropriate services. *The Harbor’s outreach includes working collaboratively with our Harbor Street Outreach Program (SOP) to effectively seek and provide services to RHY, social media, community education, and engagement with community partners.* The Harbor participates in outreach efforts that target RHY who are under age 18 that may benefit from basic center services, which is continual, intense and based upon the youth’s individual needs. The staff divide outreach time in the 3 counties served to ensure we reach all eligible RHY. The program embraces outreach activities and strategies that are youth centric, trauma informed and harm reducing as outlined in the *Comprehensive Youth Centered Service Model*. The **monthly** activities that Harbor staff participate in include and cover all aspects of *Outreach, Education and Awareness, Youth Engagement and Coordination, and Gateway Services*:

<i>Activity</i>	<i>Projected #</i>
1. Pop-Up Events: parks, boardwalks, nature centers, high traffic areas	1
2. School Events: lunches, parent teacher conferences, in-service days, class	2
3. Presentations to: businesses, counseling centers, medical offices, churches, DHHS, youth providers, probation/police departments, community partners, LGBTQ/BIPOC centers, child welfare, libraries, LPBs, employment services, social service providers, etc.	6
4. Community Event Booths at: art in the park, music fests, walk/run events, career fairs, carnivals, parades, community hosted fairs/events	2
5. Flyer Posting, blessing boxes, collecting donations, routes	1
7. Social Media marketing/promotion of Harbor programs/community partners	4

Education and Awareness: The events above all help assist The Harbor in educating youth, families, and the community about The Harbor’s voluntary RHY programs. During these events,

youth are provided with information on community resources and gateway services.

Presentations are made on topics such as human trafficking, RHY, the HUD homeless definition, substance use/abuse, available community resources, bullying, emotional management, and much more. The Harbor regularly maintains a webpage: www.harboryouth.com, Instagram: theharbor929pinePH, and Facebook: www.facebook.com/The-Harbor, with a snap-chat, TikTok, and other forms of social media established. Other media forms such as, large billboards on busy streets, PSAs on the local cable network, and informational materials that are youth centric are widely distributed. Community-wide Teen Help Cards that inform RHY of services specific to youth and include the National Runaway Safeline are circulated at all events. The target communities are saturated with written materials including teen help cards, flyers, posters, and pull-tabs (including materials at truck-stops to assist in mitigating sex/labor trafficking).

Outreach includes seeking venues representing diverse cultures, honoring race equity and inclusion, cultural competency/fluency, diversity and inclusionary practices. Outreach to culturally diverse youth include SONS, the Native American and LGBTQ+ communities, and faith-based activities among others. Staff attend cultural events specific to heritage, culture, ethnic and race equity such as Pow Wows, Cinco de Mayo celebrations, Port Huron Community Pride Picnic, and Juneteenth celebrations, among other activities. The program uses racial equality and diversity in pictures in advertising and printed materials. Public education includes the development and distribution of materials providing information about RHY services and benefits and encouraging the use of program services. Provisions for using varied methods of communication are in place, including alternatives for those who have limited English proficiency, such as printed materials in English and Spanish. Youth participants provide outreach by visiting legislatures during annual Dome Day.

Youth Engagement and Coordination: Youth voice and leadership is utilized in the creation of flyers, social media posts, and choosing outreach activities. Youth with lived experience assist staff in locating other RHY, pinpointing youth areas of interest and areas that may be dangerous. Youth are engaged at outreach events in a passive, non-confrontational, polite manner. Youth are drawn to the table by the colorful rubber bracelets the program uses as promotional item printed with the program name and phone number on it. Youth tend to be open and ask questions about the program, the interaction is youth lead and staff are trained to provide succinct information at the youth's level. The Harbor uses strategies grounded in youth voice by having youth participate in outreach activities, garnering youth feedback on activities and promotional materials, having youth design promotional materials, and ongoing conversations about places where youth gather, items youth need, and other relevant topics. Outreach is based in being culturally responsive, stigma-aware, and youth-centered engagement. Crisis stabilization and coordination of services is provided to all RHY and involves working with youth to develop an individualized safety plan that includes referral to safe places including The Harbor, Wings of The Harbor, Blue Water Safe Horizons (SCC), Eva's Place (Sanilac), and Safe Place (Huron), who specialize in serving domestic violence, sexual assault and trafficked survivors/victims. Youth are provided 24/7 access to the shelter. The Harbor's outreach plan includes coordinating activities with other organizations serving the similar client populations, including child welfare agencies, juvenile justice, schools, and LPBs. Coordination with the National Runaway Safeline, Michigan Crisis and Access Line, National Domestic Violence Hotline, and the National Human Trafficking Hotline provide information on the resources that are available to youth such as the Home Free Program. Other collaborations include MDHHS for child welfare, Building Community Partners group, juvenile justice systems such as Day Treatment Night Watch,

schools i.e., McKinney- Vento liaisons, 2 LPBs covering the target area, and SONS which does outreach with young people in the minority community. The Harbor utilizes the Community Foundation's Equity and Inclusion Committee that provides philanthropy and support to underserved groups with *Additional collaborations listed in the Table pages 33.*

Gateway Services: The Harbor provides the gateway services described below to meet basic needs, prevent malnutrition or ill-health, and to develop trust between a youth/young adult and Harbor staff person to ensure the youths success in the BCP. **Food/Drink:** Harbor staff along with the youth, prepare 3 meals per day compliant with USDA ChooseMyPlate.gov, that contribute to the youths' wellness, healthy growth and development. During outreach activities, portable and shelf stable food, and drink items are distributed to RHY. The youth also receive information regarding food assistance with referrals to agencies providing free food and water such as the Food Depot and Mid-City Nutrition. Issues related to malnutrition, food disorders and ill health are addressed based on the youth's initial information. The Harbor works in conjunction with the parents and/or CPS to treat suspected cases of malnutrition and ill health for youth requiring such services. Emergency medical intervention and professional health care for RHY is available through the Department of Public Health, Emergency Care Centers, Teen Health Center and Qualified Healthcare in all 3 counties. **Clothing:** Shoes, coats, pajamas, undergarments, socks and sweats are provided to residents when needed. During outreach activities, weather appropriate gear is provided to youth in crisis along with referrals to Salvation Army, Kids-In-Distress, or Harbor Impact, which are all programs that offer free clothing and are a community partner of The Harbor. **Personal Safety Information:** To ensure each RHY receives personal safety information, The Harbor coordinates activities with the National Runaway Safeline, National Human Trafficking Hotline, National Suicide Prevention Lifeline,

MI Runaway Hotline, and 211 which links providers with RHY to their specific needs. This information is provided to all RHY on the street and at the shelter. Program brochures, QR codes, resource guides, and youth services help cards are provided at all outreach events.

Transportation: The Harbor has a contract with Port Huron Cab Company and utilizes bus tickets to assist families needing transportation to the shelter. The Harbor street outreach team is able to transport RHY to the shelter if they have parental/LG consent to do so. The Harbor has an agency owned vehicle to transport youth to school, activities, scheduled appointments and to their destination at exit from the shelter if needed. All staff transporting youth have valid driver's licenses, are insured to drive agency vehicle and are trained in proper procedures to transport youth and to assist youth with transportation options when needed. For youth in Sanilac/Huron Counties and rural areas of St. Clair County, or youth not having access to bus routes, provisions are in place for contacting law enforcement and/or the SOP to transport the youth to the shelter. Youth engaged in the program are transported in agency owned vehicles for activities, education, and appointments. **Hygiene:** At intake, each youth is provided with a hygiene packet containing soap, hair products, deodorant, toothpaste, and more based on need. Youth recommended hygiene items based on preference, currently popular, ethnic, or non-binary options are stocked at the program. During outreach activities staff have pre-made hygiene packets with the aforementioned basic hygiene necessities, along with feminine hygiene, first aid, and other hygiene items a RHY might need. These items are freely distributed to youth. The Harbor is equipped with first aid kits, a medicine cabinet, and a secure medical storage. The Harbor has the supplies to cover emergencies, prevent ill health, and provide a safe, clean environment. At intake, staff gathers information regarding the youth's needs and consideration is given for preferences related to cultural and specific needs. Youth can contact staff for emergency items

such as food, water, clothing, educational supplies, hygiene products, first-aid and medical referrals, transportation and other basic needs after they leave The Harbor. These services prevent malnutrition and ill health and ensure social/emotional well-being of RHY. **Resource Guides:** Every youth/young adult that staff encounter are given a resource guide in the form of a teen help card, referrals to partnering agencies, and basic information on available resources from The Harbor and community. Staff use the “*Quick Youth Indicators for Trafficking*” five question assessment to identify youth who are at risk of or are victims of trafficking, commercial sexual exploitation, sex abuse, and other forms of victimization. Resources are provided to youth, such as the number for the National Trafficking Hotline, to assist them in obtaining freedom. Basic needs are accommodated for a youth who comes by the shelter whether they choose to stay or not. For youth who have been traumatized and victimized by seemingly “caring adults,” providing gateway services are a major step in beginning the healing process. If safety is a concern due to suspected or alleged abuse or neglect, Child Protective Services (CPS) will be notified, and the youth will be encouraged to allow us to intervene for their long-term safety.

2.4 Screening and Assessment

2.4.1 Process for Determining Eligibility: The Harbor is available to provide screening, assessment and intakes by trained staff 24/7/365. A youth-centered approach is used for access, screening, assessment, prioritization, and referral to housing & supportive housing. Valid and reliable standardized instruments and practices are used to verify and evaluate each youth's individual strengths, life experiences, needs across multiple aspects of health (physical, mental, and emotional), well-being, potential for victimization, and behavior to inform appropriate service decisions and provide a baseline for monitoring outcomes over time. Screening and assessment tools help determine if a youths participation in the program poses any risks to the

health and safety of other youth in the program. Services are available to youth of all cultural backgrounds, sexual orientation, and RHY who have been or are at risk of sexual assault and/or trafficking are. The program is a non-discriminatory shelter that is handicap accessible. The program has low-barriers to entry are low, is easily accessible, and located on a bus route.

2.4.2 Screening and Assessment Tools, Process, and Informing Service Delivery:

Screening is completed through an abbreviated instrument before an intake occurs to determine a youth's suitability for the program and eligibility under the FYSB RHY guidelines. All staff are trained to complete screenings and determine if the youth is RHY, at risk of running away, becoming homeless, is a victim of or at risk of trafficking. Screening tools include the "*Crisis Response Screening Tool*" (a brief tool for use by persons without specific clinical skills), the "*10-Question Tool: A Novel Screening Instrument for Runaway Youth*" (used by police departments across the nation), and The Harbor Contact form that determines youth's health needs, basic needs, and status with school, child welfare, and juvenile justice. These tools provide a systematic method of identifying and organizing client information related to personal characteristics, parameters of the crisis episode, need for assistance, and the intensity and duration of the crisis to evaluate the risk of harm to self or others. Once eligibility is determined and, if the youth and parent/LG agree to the **voluntary** nature of the program, the intake process begins. Initial screenings are available 24/7 to RHY/street youth either during outreach or the youth/family may schedule an intake or just walk in. During the intake interview, the staff gathers information to evaluate the client's basic and emergency service needs. An overview of shelter services, program participation requirements and recipient rights are provided.

Assessment tools evaluate multiple aspects of social, emotional, and behavioral competencies and functioning to inform service decisions and monitor outcomes. The advocate or therapist

meets with the youth within 72 hours of intake and begins assessments to quantify youth’s needs, strengths, behavior, wellbeing and other components. Provided is a table of assessments completed with each youth, all evaluative factors of physical health, potential for victimization, behavioral health, connection to family, safety, access to resources, issues of neglect or abuse, and other risks or protective factors are covered.

<i>Assessment Name</i>	<i>Evaluative Factors</i>	<i>Determination</i>
HMIS Youth Basic Intake and Matrix	Assessment for HMIS/RHY-MIS *evaluates all FYSB required factors.	Provides insight into the case and helps prioritize youth in the homeless system.
Substance Abuse Subtle Screening Inventory for Adolescents (SASSI)	Evidence-based tool to measure substance abuse propensity and risk factors in adolescents. Assists in identifying associated mental health issues. *Behavioral Health, Safety, Other Risks	A consultant is available at the SASSI Institute for consultation with a PhD Psychologist if the youth scores high in depression scales, substance use, or concerns regarding suicide ideation. The advocate will make referrals for substance abuse and/or mental health treatment.
Quick Youth Indicators for Trafficking (QYIT)	Five questions that identify RHY who are victims of sex or labor trafficking and to screen for young peoples’ life experiences, including trafficking and exploitation. *Safety, Potential for Victimization	If indicated that trafficking or exploitation has occurred the National Human Trafficking Hotline is contacted by the Therapist, CPS report filed, and additional steps taken as directed.
Medical Assessment	Basic medical assessment for physical, mental, dental wellbeing. *Physical Health	Referrals to medical, mental, or dental, health professionals as needed.
Pediatric ACEs and Related Life Events	Stressful events, trauma, *Issues of Abuse or Neglect	CPS report or referral for mental health as needed.
Social History Questionnaire	Evidence-based assessment on imminent needs of the RHY, based on social, peer, and family supports, self-harm, bullying, sexual activity, systems involvement, LGBTQIA2s+. *Connection to family	To guide case planning, determine further needs, identify youth/family strengths, and develop an exit plan for safe, secure housing.
Childhood Trauma Assessment	Assesses the history and symptoms of trauma, related psychiatric symptoms, and how the youth has coped with the trauma. *Other Risk, Safety	Further assessment conducted by the Director of RHY or Clinical Coordinator referrals to appropriate services as needed.
Self-Harm Assessment	Completed with youth that have a history of self-harm to determine danger to themselves while in the program. *Safety	Safety Plan activated with youth to ensure youth’s safety, monitor current injuries for medical attention.
Ansell-Casey Life Skills Assessment	Assesses daily self-care, relationships, study habits, online safety, money management, use of community resources, and child welfare system. *Access to resources	Provides a base of independent life skills to help determine case plan to develop functional, healthy, and productive progress towards self-sufficiency.

Additionally, upon discharge a HMIS Exit and Matrix are completed to determine progress made while in the program. During aftercare/follow-up services basic needs assessments, matrixes, and HMIS follow-up assessments are completed to ensure the youths continued success.

All screening and assessment tools described above consider the unique needs of subpopulations utilizing individual scales informing needs and the direction of services for those RHY including: 1) youth who are pregnant or parenting 2) system-involved youth 3) sexually exploited or trafficked youth 4) youth in need of substance abuse and/or mental health services and 5) subpopulations including LGBTQIA2s+ culturally and racially diverse youth or youth with disabilities and other subpopulations. The screening tools identify the unique needs of RHY and guide identification, assistance, and referral for delivery of appropriate services. The Director of RHY and legal guardian are contacted if a youth is at-risk of, or in danger of harming themselves or others and are further screened by a licensed professional such as the Director of RHY or a Licensed Professional from Community Mental Health to determine lethality and a further course of action. If necessary, the youth is transported for assessment by the parents or Emergency Medical Services, whichever is recommended. The program provides the level of services indicated by the assessment tools including providing information to a parent/LG of risk factors concerning a youth's danger to themselves or need of further assessment.

2.5 Case Management:

2.5.1 Harm reduction, Treatment, Service Coordination, and Education Service Plans:

Harm Reduction includes services that are delivered to reduce the harmful consequences of high-risk behaviors i.e., running away, being homeless, substance use, self-mutilation, prostitution, unprotected sex, street economics for survival, and other behaviors that impact youth safety, security, and future growth. Harm reduction policies are tailored to individual RHY considering factors such as gender/gender identity, age, housing status, sexual orientation, race,

ethnicity, etc. The Harbor implements harm reduction approaches that are designed to meet youth where they are, and “small successes/changes” are recognized as significant. Youth and families are treated with respect, dignity, and compassion. Harm reduction includes the provision of basic needs, education, prevention, case management, shelter, and direct services, which are offered to keep the youth safe and to directly diminish the risk and consequences of exploitation, trafficking, unplanned pregnancy, abuse, assault or substance use. Through life skills, workshops with community partners, and counseling youth and families are educated on risks, outcomes, prevention, and support services. The Harbor’s model incorporates principles from harm-reduction and trauma informed care to help youth feel safe, welcome, and important. Harm-reduction increases the likelihood that youth can live free from violence, abuse, neglect, harassment, stalking, exploitation and fear. Staff are mindful to ensure youth feel safe while enhancing their self- sufficiency, well-being and permanent attachments with caring adults. Services include crisis management, assessment, harm reduction, case management and appropriate referrals to prevent the youth from running away or becoming homeless. Staff are extensively trained in domestic violence, and risks and signs of human trafficking or sexual exploitation to better serve youth. The Harbor utilizes safety plans to assist a youth suspected of being at risk of being trafficked or sexually assaulted with the assistance of the Polaris Project. Safety plan components include contacting a trusted friend, the National Human Trafficking line, 911, or The Harbor. Additionally, a tailored safety plan would include the use of safe words, developing skills to recognize unsafe situations or people, avoiding maladaptive coping mechanisms, and developing strategies to stay safe. The Harbor has connected with the State Police, Port Huron Police and U-M Law School Human Trafficking Clinic for training and TA.

Case Management: Every youth is provided with case management to increase their well-being

in all aspects of life. Case management is conducted daily and corresponds to the written service plan with progress documented in the case file after each session. All program staff are trained to provide case management that assesses and identifies the needs of the client, and as appropriate, arranges, coordinates, monitors, evaluates, and advocates for a package of services to meet the RHY's specific needs. The Harbor provides a comprehensive youth centered service model with a holistic approach to address the unique need of RHY. The components of case management may include access to trauma informed behavioral health services, safe and stable housing, shelter, gateway services, assessment, follow- up/aftercare services, and referrals to coordinating agencies. RHY also receive information and counseling services in basic life skills, which shall include money management, budgeting, consumer education and use of credit, parenting skills as appropriate, interpersonal skill building, educational advancement, job attainment skills, and mental and physical health care. Case Management provides the foundation for youth and families to work together to develop a plan for a safe exit and ensure permanency.

Individualized Service Plan: The advocate identifies the strengths and barriers of each youth and coordinates an individualized service plan to meet their specific needs within 72 hours of intake. By creating a youth lead service plan, problems are identified, obtainable goals are set, and a strategy is formed to support family reunification. The plan includes coordinated referrals based on completed assessments (p28-30) of the youth's needs to ensure a safe/secure exit and appropriate systems of care services are accessible. The Harbor provides crisis stabilization that ensures youth receive assistance with emotional and behavioral health challenges while developing a plan for permanency. For youth at risk of/or a victim of sexual assault or trafficking, the staff are sensitive to the situation and use the trauma informed approach that guides The Harbor's practices. The therapist and youth work together to develop a safety plan if

needed. If a crime has been committed, law enforcement is contacted.

Service Coordination: The Harbor coordinates services with an extensive list of community partners, which are provided in the table below:

Service Type	Provider Name	Relationship	Scope of Work
Food Assistance	MidCity Nutrition, SOS Food Pantry, Bluewater Food Pantry	Community Partners BWCAA	Referral accepted for food assistance outside the scope of the BCP.
Law Enforcement	St. Clair/Sanilac/Huron County Sheriffs, Port Huron Police, Family Court	Community Partners BWCAA	Client referrals, transportation, juvenile probation, assistance as needed.
Educational Services McKinney-Vento Liaison	Laura McDowell – SCC RESA Angela Heintz –Tuscola Intermediate School District	RESA Partnership Cooperating Entity BWCAA	Points of contact for school districts, assist with enrollment and education services.
Vocational Training and Employment Services	Workforce & Innovation Opportunity Programs (WIOA), and ThumbWorks! MI Works! MI Rehab, MSU Cooperative	Referral Agreements	Employment services that have referral agreements with The Harbor, job assistance, education, and training are available.
Welfare Services	MDHHS Youth in Transition Program	Community Partners	Agreements to communicate and quickly assist clients with services.
Legal Services	Lakeshore Legal Aid, Eastern MI Legal Aid, Lambda Legal serving LGBTQ, Community Foundation DEI Committee	Cooperating Entities	Referrals for appointments give preferential time slots, coordination of services.
Anti-trafficking Agencies	The Human Trafficking Clinic, Polaris Project, National Human Trafficking Hotline, Thumb Area Assault Crisis Center, Human Trafficking Clinic	Cooperating Entities	The Harbor is listed with these organizations as a safe place and youth shelter. Assistance is provided immediately.
Health Care Programs (Medical/Dental, Health Insurance Options	County Health Departments, Emergency Care Centers, Community First Health Centers, People’s Clinic, Teen Health Center, Dental Clinics	Cooperating Entities BWCAA	Priority appointments with clients being schedule within the week.
Affordable Child Care and Child Education Programs	BWCA Head Start/Early Head Start SCC & Human Development Commission, RESA, ISD’s	Community Partners BWCAA	Referrals for services, open communication with program, ability to expedite applications.
Mental Health/Emotional Support	Professional Counseling Center, Blue Water Counseling, Renewal Christian Counseling, Operation Transformation, CMH, Pathways Lakeshore Counseling, Behavioral Health, Huron Consulting Thumb Industries.	Referral Agreements	Harbor clients are moved to a priority list to get scheduled for intakes into mental health services quicker.
Substance Abuse Treatment	Mobile Overdose Response Team (MORT), Bluewater Recovery and Outreach Center (BWROC), Odyssey Village	Community Partners BWCAA	Active members of MORT and BWROC, provide outreach services, substance abuse education, support groups, counseling to clients/families. Odyssey Village rehabilitation service

Sexual Assault Services	Blue Water Safe Horizons, SCC, Sanilac County Eva's Place and Huron County SafePlace, Sexual Assault Response Team (SART)	Community Partners BWCAA	Referrals for services, free private counseling services. SART-Workgroup through BWCAA that Harbor Programs actively participates in. Immediate access to services.
Housing and RHY Programs	LPBs and HARA's. <i>Adult shelters:</i> Pathways Family, BWARM Mens, Wings TLP, Job Corp., Blue Water Center for Independence <i>Youth shelters:</i> FYI, REACH, Ruth Ellis, Lighthouse	Community Partners Referral Agreements BWCAA	Ability to refer clients, and families for placement if needed. LPB/HARA coordination to get youth on priority list, hotel vouchers for families, referrals to other youth shelters. MOU's in place with adult shelters/youth shelters.
LGBTQIA2s+	Blue Water Allies for LGBTQIA2s+, The Raven Café, Ruth-Ellis Center	Community Partners	Blue Water Allies- teen groups, LGBTQ services and counseling Raven Café- supportive meet-ups Ruth-Ellis-Counseling, LGBTQ services, SOAGIE training
Clothing/Household Items	Salvation Army, Kids in Distress, Kind Human 4 Human Kind, The Free Store, Harbor Impact Ministries	Community Partners Referral Agreements	Client/Family referrals from The Harbor are provided with expedited services.
Foster Care	Building Community Partners Michigan Youth Opportunities Initiative (MYOI)	Community Partners Referral Agreements	Partnership for youth aging out the foster system.
Culture-Based Organizations	SON's, A Beautiful Me, Blue Water Indigenous Alliance	Community Partners	Cultural awareness, SON's- outreach and sports activities aimed at black male youth, A Beautiful Me-outreach and uplifting black female youth.

If The Harbor is unable to provide onsite services one of the numerous referral agreements will be utilized to meet a youths needs. Formal service agreements are current and renewed every 3 years upon assessing the working relationship and ensuring the services are viable, reliable, and in the best interest of the youth/families served. Referrals are monitored by Harbor staff to ensure needs are met and transportation to referral agencies is available. RHY are contacted 90/180-days after exit to see if they followed through on referrals, are satisfied with services received, and to provide an update on their experience. The development of strong, effective interagency relationships strengthens the utilization of agencies as referral sources. The Harbor and most of the organizations above are part of the same LPB workgroups that meet on a regular basis:

- SART- Sexual Assault Response Team
- ASSW-Adolescent Support Services Workgroup
- HSSW-Housing Support Services Workgroup
- MORT-Mobile Overdose Response Team
- CSCB-Community Services Coordinating Body
- Building Community Partners
- TYSC- Thumb Youth Subcommittee
- Thumb Local Planning Body (Part of MIBOSCOC)
- Saint Clair County Local Planning Body (Part of MIBOSCOC)

Education Service Plan: The Harbor has exceptional partnerships with the McKinney-Vento Liaisons in the service area. Liaison’s assist program youth in enrolling in their educational program, gather assignments, and meet with the Teaching Assistant (TA) at The Harbor to discuss the clients education plan. RESA and United Way fund a TA position at The Harbor during school hours to assist youth in the shelter to complete their work. The TA works with the youth to create a plan to catch up on missing assignments, build a daily schedule that meets the youth’s individual needs, and assists the youth in advocating for themselves with their teachers.

Optional Services: The Harbor does not provide any optional services.

Serving Youth who run away from Foster Care or Correctional Institutions: Harbor staff take steps to ensure that youth who are under the child welfare, foster care, or juvenile justice systems are not served by the shelter until they are released from that system. For example, a “systems” youth may arrive at The Harbor identifying that they have run away from a foster care home. Staff follow procedures to identify the jurisdiction that has authority over the youth, immediately contact Child Protective Services, and arrange to return the youth to foster care placement or CPS custody. Youth may arrive at the shelter having run from a correctional facility. In accordance with local, state/federal laws, the staff will immediately contact law enforcement officials, the youth's probation officer or the facility the youth ran from, to arrange the youth's return. **FYSB funds are never used for youth who are in the custody of child welfare, foster**

care, or juvenile justice. The Harbor does not serve youth who are under the jurisdiction of any of these systems. The BCP coordinates activities with the National Runaway Safeline and MI Runaway Hotline linking providers/RHY to specific activities.

2.6 Aftercare Services:

2.6.1 Aftercare Services: Aftercare is an important piece to ensure a youth is successful in their discharge plan. The aftercare plan begins within three days of the youth entering the program and is based on information garnered during the assessments. The plan is youth lead and includes a permanency plan with safe and appropriate exits, establishes positive connections, and provides referrals/supports to assist the youth in achieving their goals. Aftercare begins immediately after exit with a “safe-exit” call within 12 hours to ensure the youth is in a stable environment and does not have unmet needs. For 12 weeks after exit the program offers call or text check-ins, gateway services, basic needs care packages, individual or family counseling, referrals to community partners, important documents assistance, tutoring, transportation, and life skills education. Additionally, the Advocate works with the youth/family to ensure referrals for counseling, healthcare, insurance coverage, and housing are actively progressing. Assistance in obtaining educational, vocational, training, or employment services along with coordination with the McKinney-Vento liaisons is provided to each youth. Supportive services to assist in job advancement or post-secondary education and training are engaged with youth as applicable. By providing nearly all of the services the youth received while in shelter a stronger relationship is built, a sense of belonging established, and a smooth comfortable transition to family reunification or permanency is achieved. Participation in services is voluntary and based on the needs of the youth. The youth may decline aftercare at the time of discharge and later change their mind to receive services. Aftercare has proven to effectively ensure the youth’s safety and

well-being, and to mitigate another RHY episode. All services are documented in the client's case file to assist in tracking services, needs, and referrals. The advocate assigned to the case ensures the clients ongoing safety and progress towards goals.

Safe-Exit: The goal for all youth is that they will transition to safe and stable housing that appropriately matches their level of need after leaving The Harbor. Safe and appropriate exits may include reunification with a family member or caring adult, permanent supportive housing, rapid re-housing, residential treatment center, substance abuse treatment facility, transitional living program, or independent living arrangements that are consistent with the youth's needs, preference, and abilities. Police are notified if there is suspicion there has not been a safe arrival. In circumstances where state or court officials are transporting, staff request a call upon arrival. For youth living out of state the "Home Free" program through the National Runaway Safeline is engaged to ensure safe arrival and ascertain safe/appropriate referrals. If a youth runs from the program, the staff files a police report within 15 minutes and parent/LGs are notified. The Harbor continues contact with law enforcement and the LG until the youth is found.

Follow-Up: Follow-Up services are provided to all youth even if they decline aftercare services. Follow-Ups occur 30, 60, 90, and 180 days after exit and are brief contact calls with the youth or adult involved in their care. The youth/adult are asked questions from the HMIS follow-up form which parallel expected outcomes for FYSB and serve as evaluation criteria for the program's success. A youth may request aftercare services during any of these follow-up phone calls. These phone calls assist in cultivating permanent connections with caring adults and ensures the youth is safe and in a mutually agreed upon living arrangement. Youth are asked if they have new needs to be met, need referrals to other agencies, and if adjustments need to be made to their aftercare/follow-up plan. All contact attempts and follow-up reports are documented in the

clients individual case file. Referrals are made to the community partners in the service coordination table throughout the aftercare/follow-up process as needed.

Optional Services: The Harbor is NOT providing the following optional services: street-based, home-based, drug abuse education or prevention, or testing for sexually transmitted diseases.

The Harbor **prohibits** treatment or referral to treatment that aims to change someone’s sexual orientation, gender identity or gender expression. **Performance Standards:** (see section 4 p43-48) **Training:** (see section 5.3 p66/67)

3. Organizational Capacity

3.1 Experience & Expertise in Operating RHY Programs: Comprehensive Youth Services, Inc. (CYS), which has more than 54 years experience serving RHY from ages 9 to under 22, provides oversight to The Harbor BCP along with five other youth programs. The Harbor began serving youth with a grant from the Office of Juvenile Justice in 1978 and was awarded its first BCP grant in 1984. The Harbor has served youth 9 to under 18 years old for 46 years.

<i>RHY Program</i>	<i>Year Established</i>	<i>Geographic Area Served</i>
Family Youth Interventions BCP	1977	Macomb County
Family Youth Interventions TLP	2011	Macomb County
Family Youth Interventions RRH	2020	Macomb County
The Harbor BCP	1978	St. Clair, Sanilac, and Huron County
Wings of The Harbor TLP	2003	St. Clair County
The Harbor SOP	2006	St. Clair County

Five of the above programs currently receive FYSB funding for RHY services. As an organization, CYS has impacted the lives of thousands of youth by providing a foundation of hope and healing. Our substantial history of providing youth programming proves our expertise and experience with youth in crisis. The programs work collaboratively to ensure that youth have a choice in how and where they receive services. The Harbor is the only temporary youth shelter providing services across the 3 county area. Since 1978, The Harbor has had a strong impact on

local youth in providing gateway services, access to emergency shelter, assessment, crisis stabilization, identifying victims of sexual exploitation or human trafficking, and continuum service linkages evidenced throughout this proposal. The program has strong community ties and is embedded in youth organizations and schools. The Harbor BCP has successfully served over 10,000 youth and Wings of The Harbor TLP has served 174 youth with both programs achieving over a 90% safe exit rate. The Harbor SOP has engaged more than 800 RHY, street youth and those who have been labor or sex trafficked. Additionally, The SOP has provided gateway services to 4,000 youth, and participates in over 200 outreach/education events per year. CYS and The Harbor set forth the following objectives with the goal to end homelessness for youth in the community:

- ***Stable housing:*** Youth will transition to a safe and stable housing that appropriately matches their level of needs after exit.
- ***Education/Employment:*** Youth will connect to schools, recognize the importance of an education and its ability to strengthen future employment opportunities. Youth will be able to identify community resources to help them with their education.
- ***Permanent connections:*** Youth will experience ongoing attachments to families, communities, schools, and other social networks.
- ***Social and emotional well-being:*** Youth will connect to the systems of care providers to assist with physical health, substance abuse, mental health, personal safety (e.g., identify potential trafficking situations), and sexual risk behaviors they may face.

The Harbor is a multi-funded agency garnering support for all its RHY programs locally and statewide. The Harbor/Wings/SOP have served thousands of RHY/families in resolving crisis and linking them to an array of services to meet their needs. The program approach is designed

on decades of experience in serving RHY. The Harbor has a history of successful outcomes, including achievements of performance standards and measures. An example of last year's successful outcomes are: 98% of the youth exiting The BCP or TLP returned home or to a safe, secure setting, 90% reported that they feel they gained confidence/self-esteem; 100% reported connecting with at least 1 trusted adult, and 100% of youth were connected to education or employment. These percentages were retrieved from the HMIS reporting system.

The Harbor has documented success in cultivating long-term relationships with other youth-serving agencies, public nonprofits, and community agencies, evidenced by numerous service agreements on file. Innovative programming at The Harbor is recognized and enhanced through funding from the MIBOSCOC, the LPB MSHDA Emergency Solutions Grants (ESG), and United Way, who is contributing a non-federal cash match. CYS/The Harbor has plans, procedures and standards that demonstrate the ability and capacity to incorporate and manage the program administrative requirements outlined in the NOFO and by RHY standards. In 2022, CYS received a FYSB site visit to monitor the program, commenting: "The Review Team is pleased to report no operational and/or program specific issues of non-compliance were identified. We consider CYS and the BCP, SOP and TLP programs to be a valued partner in the overall mission of the FYSB/ACF." The Harbor is a single-site program integrated with services at the agency's other RHY programs including Wings TLP and Harbor SOP, sharing resources and collaboration. The Harbor maximizes resources and costs by spreading expenditures across the 3 federal RHY grants. The resources needed to perform the required activities are listed in the *Logic Model on page 51 that identifies Inputs/Resources Invested*. The Harbor has been fully operational and licensed as a Child Caring Institution for 46 years so a startup plan is not needed. The Harbor garnered the required matching funds in a cash match via the United Way of SCC.

3.2 Data Accuracy and Timely Uploads to RHY-HMIS

Plan to Ensure Data Accuracy: The Harbor inputs every client into the Homeless Management Information System (HMIS) in a timely manner and completes HMIS intake, exit, follow-up and matrix forms with each client as required by FYSB and HUD. The Harbor agrees to comply with the FYSB Performance Standards and understands performance will be monitored based on this compliance. One HMIS project is utilized to track shelter stays for HMIS/RHY-HMIS data collection. The Grants/HMIS Administrator is licensed through HMIS as an agency lead and through RHY-HMIS as an authorized user. HMIS/RHY-HMIS case managers at the program level include the program manager and a full-time intervention specialist who inputs all client information. As necessary, the Grants/HMIS administrator will train new staff to use the HMIS/RHY-HMIS systems using proven training methods. Within the CYS organization, ten staff members are trained and certified to use both systems. The Harbor has a system for reporting any structural issues on the use of HMIS/RHY-HMIS that involves the Grants/HMIS administrator contacting the lead HMIS administrators, the HMIS help desk, and/or the RHY-HMIS help desk. The Harbor has been licensed and trained in HMIS since 2008 with no reported data breaches or serious data errors. The Grant/HMIS administrator participates in monthly HMIS committee meetings and receives training and technical assistance directly from the MIBOSCOC HMIS Administrators.

Confidentiality of HMIS/RHY-HMIS: Client information is not stored on any electronic devices. One computer, that is password protected, in a private office, and on a secure server, is used to input client information into the data systems. HMIS/RHY-HMIS sites are never accessed on unsecure Wi-Fi networks such as hotels, restaurants, or airports. Staff who are not licensed by HMIS/RHY-HMIS do not have access to the systems. When a youth and/or family is

accessing BCP services, they are informed of the agencies requirement for data collection and reporting and are asked to complete and sign the Michigan State Homeless Management Information System (MSHMIS) Client Release of Information (the parent/youth are provided with a copy if consent is granted). This authorizes The Harbor to share both HMIS and RHY-HMIS data with funding agencies, while still safeguarding the youth's individual case files. Youth served by the RHY project have a right to review their records, correct a record, or file a statement of disagreement and to be apprised of all individuals and entities that have reviewed their records. CYS has a secure process and set of policies and procedures to ensure that youth confidentiality is maintained and records are accessible upon request. HHS policies regarding confidential information, treatment, and experimentation shall apply unless HHS finds that state law is more protective of the rights of runaway or homeless youth.

Relationship to CoC related to accessing RHY-HMIS: The LPB's and MIBOSCOC collect data information through HMIS similar to the RHY-HMIS data requirements. The MIBOSCOC works closely with the governing bodies of the Michigan HMIS portal. Neither of the LPB's or MIBOSCOC have access to CYS/The Harbor's RHY-HMIS uploads/portal, and will not be provided access or information through CYS/The Harbor. The Harbor signed an Administrative Qualified Services Organization Business Associates Agreement with the MIBOSCOC that allows for properly entering and sharing data and cooperating with the CoC's data process.

Plan to Ensure Timely Uploads: RHY-HMIS reports are uploaded on an accumulative quarterly basis into the repository rhy-hmis.acf.hhs.gov between the required dates. An email is sent to all RHY-HMIS users by the repository that details upload requirements and dates. The Grants/HMIS Administrator completes RHY-HMIS uploads for all five youth programs and uses the data quality to determine if the individual program needs training or technical assistance. The

most recent upload was required April 2024 with The Harbor's data quality scores all achieving 100% accuracy. If data quality scores do not meet the accuracy standards, staff will correct the errors in HMIS and resubmit a "Hashed HMIS CSV" report to the RHY-HMIS repository. The Harbor has the computer equipment, trained staff and monitoring capability to collect, analyze and disseminate data utilizing RHY-HMIS.

Program Performance Report (PPR): The Grants/HMIS Administrator submits a semi-annual PPR and an annual PPR into grantsolutions.gov in a timely manner before the due dates required. The Grants/HMIS Administrator works closely with program staff to garner significant findings/information, and with the assigned Federal Project Officer to ensure that all required reporting is completed and contains valid information about each program. During the grant cycle the Grants/HMIS Administrator uploads pertinent grant notes, programmatic changes, and completes the Non-Competing Continuation Application. CYS/The Harbor agrees to submit financial reports, PPRs, and RHY-HMIS in a timely manner.

3.3 Third Party Agreement: The Harbor is not contracting with sub-recipients, sub-contractors, or other cooperating entities. No third-party agreements will be needed for the proposed scope of work. *Current and Pending Funding Support: (See 5.2 p62)*

Plan for Oversight of Federal Awards and Activities (see 5.3 p63)

4. Performance Evaluation Plan and Logic Model

4.1 Project Performance Evaluation Plan: The Harbor's focus on project performance is designed to continuously assess the programs goals and objectives toward increasing RHY's social and emotional well-being, permanent connections, education/employment, and safe and stable housing. The program activities integrate protective factors to decrease the effect of negative experiences on RHY. Program progress is measured utilizing the RHY-HMIS and

Homeless Management Information System (HMIS), which provides the program a method to gather, store, and report consistent information on youth through data collection. The Harbor collects and maintains monthly, year to date, quarterly, and annual information on clients, case management, and follow-up data. The following table depicts the reporting standards:

Report Name	Created By	Received By	Data Collected From	Reporting Frequency	Effect on Program
Intra-Staff	Program Manager	Director of RHY Program Staff Clinical Staff	Assessments, Client files, Staff log, Intake log	Weekly Staff Meeting and detailed report to Director	Provides insight on previous caseload, current client needs, upcoming program information.
HYR-EPR	FT Intervention Specialist	MDHHS Director of RHY CYS Accounting	HMIS	Monthly report containing client count, bed nights, and service units	MDHHS payment report, tracks progress with clients such as case management, life-skills, counseling
E-Grants	Grants/HMIS Administrator	MDHHS Director of RHY CYS Admin	Assessments, HMIS, Client exit evaluations	Quarterly report of program progress towards MDHHS goals	Data Quality, Progress, Programmatic adjustments made as needed.
RHY-MIS	Grants/HMIS Administrator	FYSB Director of RHY	HMIS Hashed CSV	Quarterly report with client statistics	Data Quality, Training/TA implemented for unmet accuracy standards
EC-Impact	Grants/HMIS Administrator	United Way Director of RHY CYS Admin	HMIS, Exit evaluations, Assessments, Client files	Quarterly report with un-identifying information	Reports # of clients received basic needs and education Program adjustments as needed.
PPR	Grants/HMIS Administrator	FYSB Federal Project Officer Director of RHY CYS Admin	HMIS, Assessments, Client exit evaluations, Client files, RHY-HMIS	Semi-annually and annually	Reports on progress towards FYSB practices, standards, and goals. Adjustments made if needed for the following 6 months.
Annual Report	Grants/HMIS Administrator	CYS Board FYSB	Compilation of above reports and evaluative measures	Annually	Progress report for the year, planned adjustments for upcoming year
Program Improvement Plan	Director of RHY	CYS Admin CYS Board	Compilation of above reports and evaluative measures, fiscal reports, and staff evaluations	Annually	Progress report, Improvement plan, Strength PYD framework, Planned Activities, and Funding

The program utilizes data obtained through RHY-HMIS and HMIS uploads to submit required

Federal reports, maintain a current profile of youth/families served and identify changing needs of the youth/families served. The Grants/HMIS administrator reviews data quality reports to ensure information is captured correctly and to assess the data in comparison to anticipated outcomes. The collection of data leads to the development of outcomes: i.e., the benefits for participants during and after program activities. The methodology includes developing a model for defining objective outcomes, specifying indicators, and collecting and analyzing data. The Harbor utilizes record extraction from RHY-HMIS, HMIS, screening and assessment results, youth/parent surveys, Casey pre/post-tests and reunification matrices to analyze participants progress, create the above reports, and determine program progress or needs. The Internal Records Evaluation Process (IREC) comprised of the Director of RHY, Program Manager, and Clinical Staff, review files for completion, quality of care, responses to client satisfaction surveys, RHY-HMIS tracking and the planning process. The *Performance Standards and Corresponding Measures* are monitored through data collection instruments such as RHY-HMIS and the integration of the standards and measures into each service plan, exit data, and follow-up services. Standardized demographic and correlative data pertaining to the youth served is collected and used to reflect project accomplishments and effectiveness observing the youth's privacy and confidentiality. Semi-annual statistical reports containing: a description of the types of activities carried out by the project; a description of the number and characteristics of the youth/families served; and a description of exemplary activities are disseminated to the Board, contract agencies and funding sources.

Continuous Quality Improvement: Program review and improvement is accomplished on a clinical level and program level. The criteria used to evaluate the results and success of the program follows the Logic Model and utilizes outcomes and indicators that are both quantitative

and qualitative. The findings are measured and analyzed semi-annually by the Director of RHY and CEO to determine progress and the results are disseminated to funding sources, the Board, Licensing Consultants and others involved in the project. Annually, the Board meets with the Director of RHY and Program Managers to review and evaluate the program and offer suggestions to improve or strengthen the PYD Framework. The Harbor uses the information to carry out organizational planning, develop funding proposals, and educate the local communities about the needs of RHY. The program also uses the Ansell-Casey “The Agency Self-Assessment,” a strengths-based and comprehensive reporting tool for community-based organizations to measure performance; identify gaps in data collection; provide analysis to ensure maximum utility of data for aggregation and reporting; and utilize data reports in an effective manner. All of the reports and tools provide a holistic picture of The Harbor’s progress and assist in developing continuous quality improvement, the “Annual Program Improvement Plan” and evaluating youth needs. **Ongoing Planning:** The Director of RHY develops the “Annual Program Improvement Plan” that includes program goals, objectives, and activities which is approved by the CYS Board and reviewed semi-annually. In developing the annual plan, project services as well as community needs of the target population are reviewed. Evaluation tools that are used to measure the performance of the agency include: the “Program Improvement Plan”, self-assessment results from the FYSB monitoring tool; and results from program and licensing audits. A monthly internal records case file review process is conducted monthly by the Program Manager and clinical staff of all youth and parent surveys and follow-up data; and youth and staff input and recommendations. Active involvement in the planning process is encouraged and is open to all staff, youth and families. **Potential Program Obstacles:** The Harbor has over 45 years experience in RHY programming and has overcome numerous

obstacles over this time-frame. Policies and procedures are continuously reviewed and improved to cover gaps, evolve with presenting issues of youth, and correct any oversights. During the pandemic years' The Harbor implemented new policies to protect staff and clients and were so successful that there was only one instance of Covid impacting programming. Another obstacle the program has faced is that many of our clients live in rural areas and would not have transportation to their school of origin, The Harbor has secured funding from RESA and United Way (match funds) to employ an onsite Teaching Assistant to educate clients during school hours. This was exceptionally helpful during Covid, when schools were closed. An astronomical amount of youth have presented with mental health or substance issues during this funding cycle. The Program Manager and Director of RHY have reviewed client case files to determine a course of action. Meetings with clinical staff, community partners, and mental health facilities in the community have demonstrated that the needs far outweigh the availability of services in our community. Clients with mental health or substance abuse issues were found to be less likely to complete a referral. Policies were implemented for staff at The Harbor to follow-up with clients and community partners to ensure the youth progresses through the referral to ensure the youths needs are met. Harbor staff may determine that additional involvement is needed and may assist youth in scheduling appointments, advocating for the youth, assisting with paperwork, and providing transportation if needed. The Harbor fully backs youth voice and the "*Nothing for Us, Without Us*" Youth Homelessness Demonstration Project (YHDP) Grant through the MIBOSCOC. The MIBOSCOC, The Harbor, and REACH saw a need for Youth voice, choice, and leadership, applied for the grant, and were awarded in the most recent funding cycle. Youth leadership will impact how, when, and where youth are served, and establish stronger community connections. The Grants/HMIS Administrator is part of the Coordinated Community

Plan Body which meets weekly with the Youth Advisory Board.

Data Collection Obstacles: The MIBOSCO is in the process of creating new HMIS provider pages for all agencies under the CoC umbrella. All agencies, including The Harbor, have been tasked with reviewing their agency provider page, correcting data issues, finding duplicate client profiles, and exiting clients. The Michigan Coalition Against Homelessness revamped the HMIS Community Services page with new titles, faster reporting times, and better data integration. This was an obstacle as pulling data for RHY-HMIS was nearly impossible at the end of the fiscal year. As with any data collection and evaluation there is the possibility of human or electronic/system error. To minimize these potential obstacles, The Grants/HMIS Administrator ensures licensed staff receive ongoing training and conducts a quarterly review of entered data. Data collection follows the FYSB’s performance indicators and requirements. The Grants/HMIS Administrator monitors the RHY-HMIS data collection and federal transfer and uses the data for reviewing and implementing changes necessary and submitting quarterly, semi-annual and annual reports. The targets below either meet or exceed federal performance standards.

Performance Standards	Corresponding Measure	Data Collected by:	Frequency	Data Collection Instrument
Enhance outcomes for RHY in social & emotional well-being	The average composite score of general health, mental health, and dental health status will be higher at BCP exit than at entry.	Advocate or Therapist	At Exit and 30/60/90/180 day follow-ups	RHY-HMIS
The BCP will enhance RHY outcomes in permanent connections	100% of youth exiting the BCP will report at least 1 adult in their life, other than a RHY program staff, they can go to for advice & emotional support.	Grant/HMIS Administrator	Semi-annually	Program Performance Report (PPR)
The BCP will enhance RHY outcomes in education	95% RHY exiting the Harbor will be attending school or have graduated HS or obtained a GED.	Teaching Assistant	Intake and Exit	RHY-HMIS
Enhance youth outcomes in employment	20% of RHY leaving The BCP shelter will be employed or looking for work.	Advocate or Therapist	Intake, Exit, Follow-Ups	RHY-HMIS
The BCP will enhance youth outcomes in stable housing	95% of youth discharging The BCP shelter will exit to a safe/stable destination.	Advocate or Therapist	Exit and Follow-Ups	RHY-HMIS

The Harbor ensures RHY receive counseling services that are trauma informed & match individual needs	The Harbor will report the type of counseling the youth received (individual, family, group), the participation rate & completion rate based on the youth's service plan.	Advocate or Therapist	Semi-Annually	PPR
The BCP ensures youth have safe appropriate exits	The Harbor will report the type of destination for each RHY exiting the BCP.	Advocate or Therapist	At Exit and 30/60/90/180 day follow-ups	RHY-HMIS

All Harbor staff collect initial data utilizing brief contact forms. For each crisis call, the contact record is written and tracked to ensure crises are resolved utilizing trauma-informed/harm reduction strategies. Case file data is collected during intake and includes identifying information, RHY-HMIS data, screening/assessment results, service plan, progress notes, and reunification matrices. This data is used to measure success, explore trends in RHY, and improve services. Output measures are tracked at 90/180-day follow-ups by contacting RHY to determine if the youth is in safe/stable housing; benefits received from the program, program improvement recommendations, unmet needs and give referrals. The Harbor uses the information to carry out program planning and inform improvement. A Reunification Matrix is completed at intake and discharge using numerical scales to measure client-level changes such as housing and safety among other domains and reflects a picture of the youth's progress from intake to discharge.

4.2 Logic Model: The Harbor's activities link to the 4 core outcomes and performance standards leading to positive short-term outcomes. The Logic Model identifies inputs, activities, outputs, and links these to outcomes. **Inputs** such as "staff", link to **activities** such as "counseling" with the **output** "received trafficking information" to meet the **outcome** of "95% of youth will increase safety." Inputs, activities, and outputs, are interrelated to the core outcomes and performance standards that measure improvements addressed in the Logic Model and narrative.

Positive Impact on Outcomes: The Harbor provides RHY a chance to de-escalate and explore options available to resolve conflicts. Family functioning improves through establishing clear

boundaries, expectations, and improved family interactions. Short-term outcomes are measured through tools such as RHY-HMIS, Reunification Matrices, Ansell-Casey Life Skills Assessment, exit surveys and personal report. The outcomes are measured by determining targets and tracking progress. On-site, standardized demographic and correlative data pertaining to the youth served is collected and used to reflect project accomplishments and effectiveness. The Harbor utilizes process evaluation to ensure the program is operating as planned. Outcome evaluation is used to examine overall program effects and focuses on objectives and outcomes. The Logic Model identifies outcomes and indicators that are both quantitative/qualitative. In addition to tracking the number of services provided, a summative evaluation is generated to determine the program’s needs, progress, outcomes and impact, providing a basis for QCI and program improvement. The long-term outcome is youth will live safely in the community as educated, employed, productive members of society, with protective factors shielding them from harm. By providing youth the tools and life skills they need, we can end their cycle of homelessness and poverty. The next two logic model tables express the knowledge, skills, and abilities RHY will achieve in the 4 core outcomes and Performance Standards.

<i>Logic Model Goals and Objectives</i>
<i>Goal 1: Enhance social and emotional well-being, and self-sufficiency.</i>
Objective 1: 95% of RHY served will receive on-site case management services, counseling, aftercare activities designed to assist RHY in reuniting with their families or moving into safe, stable housing and enhance self-sufficiency.
Objective 1b: 100% of RHY will connect to a system of care providers to assist with physical/mental health, substance abuse, personal safety & identifying potential trafficking & sexual risk behaviors to enhance social/emotional wellbeing.
<i>Goal 2: Help build permanent connections with families, communities, schools, and other positive social networks.</i>
Objective 2: Assist 100% of RHY in shelter in developing permanent connections with caring adults.
<i>Goal 3: Establish healthy connections to school and employment.</i>
Objective 3a: 95% of RHY will connect to school or vocational training programs, or improve interviewing skills, job attainment skills and employment while in the programs.
Objective 3b: 20% of youth will obtain employment or will be looking for work if age appropriate.
<i>Goal 4: Increase young people’s access to safe and stable housing.</i>
Objective 4: 95% of RHY served at the shelter will exit to safe and stable housing.

<i>The Harbor Basic Center Logic Model</i>				
<i>Inputs</i>	<i>Activities What We Do</i>	<i>Target Population</i>	<i>Outputs</i>	<i>Outcomes, Objectives, and Goals</i>
<p>Sustained Funding: Federal Grant State Grant United Way MSHDA, EFSP, RESA,</p> <p>Organization: Board Supervision CYS Oversight Staff Retention Clinical Staff 24/7 Intervention Specialists Confidentiality, Safety Training</p> <p>Facilities: 10 bed Shelter, State License Equipment, Furnishing, Technology</p> <p>Program Design: 24/7 Crisis Line Trauma Informed Care Harm Reduction, PYD Specific Assistance</p> <p>Service Linkages: Service Agreements Community Partners Community Resources CoC/LPB Membership</p> <p>RHY-HMIS: Data Collection & Monitoring</p>	<ul style="list-style-type: none"> -Outreach -Assessments -21 Day Shelter -Comprehensive Youth Centered Service Model -Safety Plans for Youth -Transportation -Gateway Services -Case Management -Individual Counseling -Evidence-Based Practices -Trauma Informed Care -Counseling -PYD -Harm Reduction -Education -Employment -Coordination -Community Referrals -Life Skill Education -Crisis Intervention -Community Education -Community Awareness -Food -Job Readiness -Aftercare -Follow-Up -Group Counseling -Family Counseling 	<p>Runaway, Homeless, Trafficked or At-Risk Youth Ages 9-17</p> <p>Parents or LG of RHY</p> <p>Assessment: 70 RHY</p> <p>Screening: 130 RHY screened Prior to intake</p> <p>Intake: 70 RHY</p> <p>Case Management: 70 RHY receive intensive CM</p> <p>PYD: 70 RHY participate in case planning/life skills</p> <p>Outreach: 200 RHY reached, 175 Outreach activities</p> <p>Education: 70 RHY enrolled in Educational program</p> <p>Job Readiness: 20 RHY receive Career assistance</p> <p>Follow-Up: 70 RHY receive Contact attempts 30/60/90/180 days after exit</p> <p>Aftercare: 70 RHY offered Aftercare for 12 weeks after exit</p>	<p>200 youth will be provided community partner referrals</p> <p>2,000 hours of case Case management</p> <p>1500 hours of life skills Education</p> <p>70 youth sheltered for 1000 Days</p> <p>175 Community education or Awareness contacts/events</p> <p>700 hours individual Counseling</p> <p>200 hours family counseling</p> <p>250 hours group counseling</p> <p>400 hours aftercare counseling</p> <p>400 hours crisis intervention</p> <p>All required reports submitted In an accurate and timely Manner.</p>	<p>Enhance Social/Emotional Well-Being: 95% of youth will increase well-being by Focusing on all aspects of care, evidenced By higher matrix scores at exit/follow-up</p> <p>Permanent Connections: 100% of youth will be able to identify a Connection to a safe/caring adult</p> <p>Education: 100% of youth will be enrolled In or have completed an educational program that matches their needs.</p> <p>Employment: 20% of youth will be seeking employment or gainfully employed At exit. 100% of youth will receive job skills education</p> <p>Safe and Stable Housing: 95% of youth Will reunite with family, or move into a Safe, stable housing environment.</p> <p>Life Skills Education: 80% of youth will Build skills in emotional aspects, decision Making, and communication</p> <p>Counseling: 75% of youth will report that Counseling had a positive impact</p> <p>Aftercare: 100% will be offered aftercare, With declined services tracked client files</p> <p>Follow-Up: 100% of youth will receive Follow-up contact attempts</p> <p>RHY-HMIS: 90% Data Accuracy</p>

Project Sustainability Plan (see section 6 p69)

Protection of Sensitive or Confidential Information (see section 3.2 p41)

5. Budget and Budget Justification and Plan for Oversight

5.1 Line-Item Budget and Budget Narrative: The funds requested in the amount of \$250,000 annually are necessary and essential to accomplish the scope of services presented in the proposal. This proposal was developed with careful consideration to the needs of the community, RHY, and their families. The Harbor will ensure responsible stewardship considering administrative and supervisory oversight, the safety and supervision of the residents; the proper disbursement of funds, the assurance of proper training and the guarantee that the program will be operated utilizing best practices in the field. The salaries and fringes of all the staff are competitive and necessary to continue to provide sufficient management, supervision and oversight of the program. The clinical staff are needed to ensure that life skills assessment, counseling, case management, reunification plans and aftercare services are delivered and monitored and that youth succeed in their transition. The direct care staff salaries are necessary to ensure that the services outlined in this proposal will be delivered in a capable and responsible manner. The costs associated with licensing the facility, keeping it safe, obtaining the necessary supplies and tools to provide the shelter and counseling services and the components of the *Comprehensive Youth Centered Service Model* services described are presented with prudent and realistic consideration. All costs have been carefully reviewed with respect to the achievement of services outcomes. We believe the detailed description of costs associated with each line item in the budget narrative provide a clear explanation that funds requested are necessary to operate a professional program that delivers services developed in the creative and conscientious manner described in the proposal.

<i>Comprehensive Youth Services, Inc. /The Harbor</i>			
Line Item	Federal FYSB	Non-Federal Match	Total Budget
Personnel	148121	19804	167925
Fringes	42049	1515	43564
Travel	1710	0	1710
Supplies	4000	0	4000
Other	54120	6459	60579
Total	250000	27778	277778

Note The Harbor is not requesting Contractual or Equipment funds from FYSB.

Budget Narrative Justification: The Harbor is a multi-funded agency with 2 primary funding Sources, FYSB/BCP and Housing & Homeless Services, Michigan Department of Health & Human Services. The federal portion of the requested budget with match funds is 39% of the entire budget. The total federal budget is \$250000 with a *committed non-Federal cash match of \$27,778* from United Way. United Way funds are generated from local donors during an annual campaign. These funds are earmarked for the educational component and allocated (in part) to fund the IS/TA position. Non-Federal cash funds are included in the line-item and narrative budget. See the United Way commitment letter in the attachments page 78.

5.3 Oversight of Funds and Funding Activities

Plan for oversight of Federal Award Funds and Activities: Financial reporting is within federal guidelines assuring accuracy, promptness, and complete disclosure of financial results in accordance with federal reporting requirements. Accounting records are maintained based on generally accepted accounting principles and contain information pertaining to grant awards, authorizations, obligations, unobligated balances, assets, outlays, and liabilities. CYS requires 2 signatures for every check that is drawn on the corporate account. The Director of RHY reports to the CEO information regarding program development, outcomes, activities, receipt of donations, and staffing needs. CYS carries liability and bond insurance. The Board ensures accountability through quality assurance, review monitoring of program outcomes and financial reporting, providing oversight for executive decisions, and oversees budgets and contracts. Administrative support includes managing personnel records, payroll, legal issues, financial transactions, CYS Board activities, administrative policy, and organizational oversight, which is handled at the CYS administrative office. Executive staff are clearly delineated in the budget, on the organization chart and in the resume summaries. CYS administers 4 agencies, FYI (BCP/TLP); The Harbor (BCP/TLP/SOP); Clinton Counseling Center; and Clinton Counseling Center-Jail Program. Financial audits are conducted annually in accordance with Government Standards, by the independent firm, Buss & Company, PC, CPAs and CYS consistently has clean audits. Stated in the annual audit, *“the firm performed tests of controls required by OMB and reported the year ended in conformity with accepted accounting principles”*. Annual Reports, IRS Form 990s, and Audited Financials, and ***A copy of the most recent audit are always available upon request.*** Transparency is a fundamental component of CYS. The agency has a long history of solid fiscal control and policies in place for both financial and

programmatic oversight of ACF/FYSB funded programs for nearly 45 years. **Property:** As previously mentioned, The Harbor's BCP facility is fully paid for, and a small amount of depreciation is discussed in the budget section as well as the same percent of funding for CYS' Administrative Offices. **Procurement:** The Harbor does not anticipate any procurement of items over the micro- purchase of allowable expenditures over \$3,000, however if such situation arrives, CYS/The Harbor will comply with the OMB Memorandum M-18-18 and the 48 CFR Subpart 2.1. **Record Retention and Access:** In accordance with Section 75.361, CYS will retain and allow access to all records for a minimum of 7 years. Paper financial records including checks, receipts, and ledgers are contained in locked filing cabinets at the CYS office and restricted to CYS administrative staff. Electronically stored financial information is password protected and only available on CYS administrative computers. **Remedies for Noncompliance:** In 54 years of service provision, CYS/The Harbor has never been found to be noncompliant, however if the agency is found to be so, we would rectify the noncompliance. **Prior Written Approval:** The Harbor will obtain prior written approval from the FPO for any funding or activity deviations from the original grant proposal.

Organizational Capacity: See the following attachments: Legal Proof of Nonprofit Status: 501c3 Tax Exempt Letter, Board of Directors List, and Organizational Chart p76-85.

Administrative and National Policy Requirements, Program Administration Requirements:

RHY Act Final Rule: The Harbor follows all statutory requirements in the RHY Act Final Rule, as evidenced throughout the proposal with clarifications on certain topics in this section. **Staff Safety:** All staff are trained in the first 90 days of employment in policies/procedures specific to staff and RHY safety. Protocols also include disaster preparedness, preventative measures, and first aid/cpr training to ensure the continued safety

of the youth and the staff. The shelter is state licensed and meets environmental and fire safety codes including conducting monthly fire drills. The shelter is locked from the outside to ensure access to the shelter is only by staff and that no one can enter the shelter without being admitted. The home is secured with outside/inside cameras and a securely coded entry system. The Director of RHY and Program Manager are available 24/7 by cell phone.

Transportation safety: Seat belts are required of staff and youth at all times when transporting. Only staff approved by the organization's insurance company are allowed to drive the agency vehicle. All safe driving precautions are observed when driving youth in the agency or privately owned vehicles. **Background Checks:** CYS ensures compliance with child caring institution licensing rules by requiring all paid/unpaid staff, volunteers, student-interns, contractors, and consultants will have criminal history records check, sex offender registry check, and CPS Central Registry check prior to employment. Verification of qualifications regarding educational credentials, licenses, employment experience, and the individual's driving records is also completed prior to employment. CYS requires a signed release allowing CYS to do pre-employment and annual criminal history background checks, utilizing the MI State Police Internet Criminal History Access Tool (ICHAT). Sex Offender Registry checks through the state of Michigan and the National Database are conducted prior to hire and annually as well. This check will report any history of misdemeanors, felonies, or criminal sexual conduct. Any prospective employee, volunteer, student intern or contractor that does not pass one of the required background checks at CCI standards is not hired.

Annually, clearances of all paid/unpaid staff through the CPS Central Registry are required which is completed by MDHHS. All checks are stored in the personnel file and reviewed by the State Licensing Consultant annually. The Harbor utilizes Live Scan fingerprinting through

the SCC Sheriff's Department who sends fingerprints to the FBI. MI does not allow fingerprints from the FBI to be returned to any RHY facility prior to employment. A letter from MDHHS regarding fingerprinting is in *Attachments, pages 81-82*. **Emergency Preparedness:** The Emergency Preparedness manual is available to all staff and is located in the "Forest" office. It outlines the procedures to take in the event of an emergency regarding tornados, bomb threats, and medical emergencies, natural disaster, chemical spills, shelter interruption due to an electrical, water or gas utility crisis, and/or fire. The manual also covers security and recovery procedures to follow as applicable to the emergency. Two weeks of emergency supplies such as food, drink, medical, flashlights, etc. are stored at the program to shelter in place, along with 12 "go" bags for a quick exit. If evacuation is necessary, staff will transport youth to the Wings TLP, or in extreme circumstances to FYI BCP which is 45 miles away. Parents/LG are notified of any emergency as soon as possible. The Harbor has a back-up generator for power outages, fire extinguishers on each floor, and completes routine preventative maintenance, fire-drills, and equipment testing. **Staff Training Plan:** All BCP staff, interns, and volunteers are required to receive a minimum of fifty (50) hours of training and skill development during the first year and twenty-five (25) hours annually thereafter by State licensing requirements. The Harbor ensures that any staff in a youth-serving role exceeds the minimum first year requirements. All staff are trained on the core competencies of youth workers necessary to carry out the objectives and activities of the program. Employee files in Bamboo-HR provide a platform to document that each of the FYSB required training topics has been completed. Program staff are required to complete CPR/First Aid Training (every two years), mental health first aid, SOGIE, DEI, Cultural Competencies, Substance Abuse Awareness, read the policies and procedures, grant, and

three binders with additional trainings. Trainings come from a variety of sources that include RHYTTAC, MIBOSCOC, RHY-HMIS, MCAH, HMIS, MDHHS, printed or online literature, and in-person education. In-person education such as attending the annual FYSB conferences, MNYF conference, MIBOSCOC trainings, and more are available throughout the year. Staff are required to complete trainings in each category from the “*FYSB Required Training for RHY Grantees*” which can be found on the RHYTTAC site. Additional trainings on relevant topics are recommended. The next table provides required trainings:

RHYTTAC Required Categories:		
Coordination with National Runaway Safeline	Underserved Populations	Assessment and Case Management
Confidentiality	Understanding Diversity	LGBTQIA2s+
Positive Youth Development	Safe and Ethical Practices	Human Trafficking for RHY Serving Programs
Trauma Informed Care	Wellbeing/Self-Sufficiency Resources	Core Competencies
Evidence Informed Practices	New Awardees/Get to know RHYTTAC	Crisis Intervention
Street Outreach Interventions	Worker Safety	Risk and Protective Factors of RHY
Professionalism	Cultural and Human Diversity	Relationship and Communication
Sex Trafficking	Labor Trafficking	Exploitation and Other Forms of Victimization
Human Trafficking and Exploitation	Aftercare Services	Harm Reduction
Book Training:		
Policies and Procedures	Documentation Training	Recipient Rights - Module 2
Medication Training and Blood Borne Pathogens	Direct Care Worker Role in Program	Crisis Call Training
Emergency Guide for MI Healthcare Facilities	CPR/First Aid	Your Rights
Do 1 Thing Emergency Training	Person Centered Planning	CYS Employee Handbook
Ready for Anything/Disaster Planning	Licensing for Child Caring Institutions	FYSB RHY FAQ
Implementing the Enhancing Sustainability Process to Make Impactful Changes	Building a Trauma Informed RHY Program Part 1: Understanding Trauma & It's Effects	Building a Trauma Informed RHY Program Part 2: Adopting a Trauma-Informed Approach
In Person or Other Trainings:		*As applicable/not required for all staff
Mental Health First Aid	Applied Human Development	MNYF Conference*
SOGIE	Developmental Practice Methods	HMIS/MCAH Data Entry Training*
Substance Use, Abuse, Awareness and Narcan	MIBOSCOC Conference*	RHY-HMIS Data Entry*
Applied Positive Youth Development Approach	National FYSB RHY Conference*	Regional FYSB RHY Conference*

Technical Assistance, Monitoring, and Short-Term Training: The Harbor is reviewed annually by the State Licensing Consultant, Fire Inspector, and Health Inspector with the program consistently found in compliance with all regulations. Program youth are interviewed to assure continuity of care is in keeping with licensing requirements and staff are interviewed to provide feedback on the management of the agency. The Harbor agrees to

receive and participate in TA, monitoring, and short-term training as recommended by federal staff, ensuring flexibility for the type of technique used to support quality programming and implementation. The FYSB region V Federal Project Officer conducted a site monitoring of all CYS programs with no operational or program specific compliance issues found, noting the agency's positive youth development "*gives youth many options to develop their leadership skills.*" The Harbor is monitored by the MIBOSCOC agency for compliance with all Federal HUD, State MSHDA, and CoC requirements and through the BWCAA for the Emergency Solutions Grant compliance. The program has demonstrated exceptional performance with no issues throughout each monitoring visit from the various agencies.

Coordination with the RHY National Communication System: The Harbor coordinates activities with the 24-hour, national, toll-free/online communication system. The Harbor is engaged in the Runaway and Homeless Youth Program Network which consists of the RHY training, RHYTTAC, National Communication System, RHY-HMIS, and peer monitoring support for training, guidance, and advancing the mission to end youth homelessness. ***Equal treatment for faith based, Combatting Discrimination, Advancing Equity (see section 7 p72-75). Licensing requirements (see section 2 p18-19). RHY from foster care or correctional institutions (see section 2 p35) Confidentiality (see section 3 p41). Governance and fiscal control (see section 5 p52-64).***

5.4 Sub-recipient Monitoring and Management: There are no sub-recipients for this project.

6. Sustainability Plan

6.1 Project Sustainability Plan: Key Elements: The Harbor's vision is to provide an environment that inspires RHY to achieve their highest potential. The program has operated uninterrupted since 1978 with FYSB funding braided into other funding sources. The current six

funding sources reflect the programs effort to diversify funding to alleviate serious loss of services should funding cuts occur. CYS/The Harbor has developed a sustainability plan that is effective and feasible with the available resource to continue providing all services in the proposal, not eliminate them. Avoiding fragmentation and gaps in services because of the loss of a major funding source is a difficult challenge. In the event of loss of funding the following plan will be executed. The CEO will contact the Federal Project Officer to obtain TA. The CEO and Director of RHY will work with the Federal Project Officer to review and revise the ongoing sustainability plan strategy focused on leveraging non-federal funding and garnering resources to support the program. Upon the award announcement, service delivery will be immediately adjusted based on continued funding from non-federal sources, in particular the state funding.

<i>Immediate Steps to Replace Funds if the BCP Grant is Not Awarded</i>	
Activity	Responsible Party
Generate an updated donor list and engage in a campaign to garner donor support.	Board of Directors, CEO, Director of RHY, Development Director
Apply for funds throughout the award cycle to private foundations such as: United Way, Community Foundation of St. Clair County, DTE Energy Foundation, Financial Institution Giving Programs	Grants/HMIS Administrator
Lean into community partners that work with individuals that are homeless and RHY including BWCA, SCC LPB, and Thumb Area LPB to address how needs can be met.	Director of RHY, Grants/HMIS Administrator, Program Manager, Clinical Staff, Development Director
Work with BWCA to sustain/attract MSHDA-ESG funds.	Grants/HMIS Administrator
Plan and participate in agency fundraisers and charitable events such as the Community Foundations Big Give, Road Rallies, Food Drives, BBQ's, Golf Outings, Bowling Outings, collaborating with restaurants and movie theaters, and other community events to garner support.	Board of Directors, CEO, Director of RHY, Program Manager, Intervention Specialists, Development Director
Apply for the next available round of funding through FYSB, with dual grant reviews through Youth Collaboratory before submission.	Grants/HMIS Administrator

Building Support: The Harbor's community collaborations address youth homeless/housing issues and human trafficking. The Harbor has a long-standing relationship BWCA who is the lead MHMIS provider and fiduciary of MSHDA-ESG funds and this support will continue even if the program is not funded by FYSB. The BCP will also continue membership on the CoC and

will work with these entities to ensure continued community and financial support. CYS could help to supplement some program services with its unrestricted funds during the time The Harbor is without FYSB funding. Ongoing agency meetings throughout the grant cycle will nurture relationships and generate ideas for continuation of services. (See service coordination p33)

Results/Accountability: The Harbor sustainability plan will be updated at the beginning of the project and revisited and revised, as necessary, throughout the grant cycle, at a minimum annually and will demonstrate diversity of funds. The Harbor maintains community partnerships that support the agency mission *in achieving FYSB's 4 core outcomes & performance standards*. The program will utilize the measurable strategies for evaluating program progress. The BCP will continue coordination with other organizations, the CoC, and will use HMIS to track and ensure accountability for achieving outcomes and compliance with *Performance Standards and Corresponding Measures*. **Impact to Services:** If the program is not funded, service impacts will occur as follows: reduction of gateway services, lower client numbers, and a decrease in planned counseling, life skill education, and case management hours. The number of beds will be reduced from 8 to 6. Outreach activities will decrease and focus more on securing funding and specific assistance. The Harbor will not compromise the quality of youth care, supervision, or the safety of staff and clients by utilizing the same protocols listed in the proposal. The program focus and core outcomes will remain the same. If a transition phase was necessary, the program will work with Federal Program Officer to ensure compliance with Federal regulations regarding equipment transfers. MOUs will be executed in the event another agency or entity is paying for RHY services. The Harbor embraces and solicits support from youth-centric and philanthropic bodies such as the Community Foundation that has the Youth Advisory Council and United Way that specifies youth as a priority. As evidence of support, in 2021 the Community Foundation

provided \$27,159 for siding for The Harbor. The Community Foundation gifted CYS the TLP home in 2018 after renting it to CYS for \$1 for over 14 years. The Harbor receives matching funds from United Way to fund the educational and day program which funds the IS/TA strengthening the onsite education program. The Harbor maximizes every opportunity to bring in additional funds and is committed to strengthening the partnerships listed above to ensure program sustainability. **Retaining Staff:** Essential staff that will be retained without a reduction in hours include the Director of RHY, Clinical Coordinator, Program Manager, IS/Teaching Assistant, and full-time Intervention Specialists, one of whom does HMIS/RHY-HMIS data entry. These core staff will provide direct client care with part-time staff supplementing the schedule. The Harbor would reduce the hours of the remaining staff, which are all part-time, and includes a therapist, two advocates, and intervention specialists. CYS wishes to do everything in its power to retain all current team members, their expertise, training, and morale would be difficult to recreate. The easiest way to retain staff would be to provide a temporary contract at one of the four other RHY projects until funding is reinstated at The Harbor. Displaced staff would then continue their employment and hours with the organization. CYS as an organization recognizes the effects that staff turnover has on the programming and youth. A recruitment and retention team, consisting of HR and Program Managers, is in place to conserve and recruit talent. CYS is committed to ensuring diversity, equity, and inclusion in staff recruitment and retention that reflects the backgrounds and experiences of youth that are served by the organization. The Program Manager was a client of The Harbor's as a youth. The current program staff reflects various subcultures such as LGBTIQ2s+, BIPOC, and lived experience as RHY, homeless, or systems involved. All staff received a bonus in December of 2023 and an increase in salary. The starting pay was increased to \$15/hour, and all staff earn vacation time.

Cares Work-life Solutions offers free counseling services and a catalog of trainings, and life services such as legal, housing, adult care, and employment education.

7. Ensuring Equity:

7.1 Plans and Efforts to Ensure Equity: Diversity, equity, and inclusion are at the heart of the core principles of CYS. The organization has policies on *Cultural Competency, Diversity and Recruitment, and DEI* to ensure staff training, recruitment and service delivery provides equitable treatment for young people. The program is based on principles of affirmation and inclusiveness and ensures services and policies are culturally responsive, evidence-based and in the best interest of all those receiving services. The development of case plans incorporates the cultural and linguistic representation of all youth served, including youth facing disabilities, youth of color, youth who identify as LGBTQIA2s+, and others who have been historically underserved, marginalized, and adversely impacted by persistent poverty and inequality. The DEI policy describes strategies in place for preventing and combating discrimination and advancing racial equity addressing consistent and systematic fair and impartial treatment of all individuals, including those in underserved communities that have been denied such treatment, such as Black, Latino, Indigenous/Native American persons, Asian Americans, Pacific Islanders, and other persons of color; members of religious minorities; LGBTQIA2s+; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. CYS ensures service delivery, case planning and staff training that is culturally sensitive and respectful of the complex social identities of each youth to address the individual strengths and needs of youth. **Staff Training:** Training opportunities through RHYTTAC are required for paid/unpaid staff who are in contact with clients to ensure the linguistic and cultural needs of the client are met. Each unpaid/paid staff is trained within the

first 90 days of employment on the intersection of human trafficking, RHY and gender inequalities. All staff are required on an annual basis to complete trainings on SOGIE, labor/sex trafficking and other forms of victimization and violence (i.e., sexual assault and sexual and physical abuse) and DEI. Implicit Bias training is available through Havenwyck Hospital and WSU. The Harbor engages in training opportunities from organizations such as Southeastern MI United Way who has a 21-day DEI Challenge offering free daily workshops and SAMHSA's web-based trainings. The BCP uses the MI Racial Equity Toolkit and videos, and C4 Innovation Training Podcasts to train staff on advancing racial equity in the community and working for racial equity and justice across all work in housing and behavioral health. Planned trainings through the MSEM-YHRP based on youth feedback around equity, inclusion, equality, LGBTQIA2s+, and more will occur once funding is secured.

Equal treatment for Faith-Based Organizations: The Harbor is not a faith-based organization, but does maintain community partnerships with faith-based organizations that provide an immense amount of in-kind support. The work done in these partnerships is equal to those not faith-based, and are non-discriminatory with all parties serving the needs of youth from all backgrounds.

Service Delivery: Youth at The Harbor represent a cross-section of youth sub-cultures such as LGBTQIA2s+; underserved populations; street youth; alternative multi-cultural, spiritual, religious, and ethnic backgrounds; parenting youth; adopted youth; Black, Indigenous, People of Color (BIPOC), and those from different social and economic classes. Plans and efforts ensuring equity are included through policies and procedures, staff training, outreach, recruitment, and service delivery. The BCP has a single room and an Equal Access Policy ensuring ease in entering the program and offering safe, effective services. The Harbor has experience in

delivering services that are culturally sensitive and respectful of social identities. CYS hires staff that are representative of the community served and youth with lived experience. CYS is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected categories covered by the CYS nondiscrimination policy. No RHY will, on any basis, be excluded from participation in, be denied the benefits of, or be subject to discrimination. **Outreach and Recruitment:** Culturally specific outreach seeks venues representing diverse cultures honoring race equity, inclusion, cultural competency/fluency, and DEI practices. Staff participate in outreach, recruitment and community events regardless of the population. The Harbor uses the True Colors United's Racial Equity Toolkit, Advocacy Toolkit, and Youth Action Toolkits that implements solutions to youth homelessness by focusing on the unique experiences of LGBTQIA2s+ youth, those of color, and other groups harmed by historical inequities. The program uses racial equality and diversity in pictures, advertising and printed materials, food served, etc. The Harbor attends and participates in cultural events specific to heritage, culture, ethnic and race equity such as Pow Wows, Cinco de Mayo celebrations, Pride Events, Juneteenth celebrations, and events sponsored by the Eastern MI Disabilities Network to name a few. The program hosts events with community partners such as The Bluewater Allies for LGBTQIA2s+, and Son's and A Beautiful Me, which are non-profit organizations that provide role models for African American youth. **Safety and Barriers:** The Harbor has an Equal Access Policy that ensures shelter and services that are safe, inclusive, and accessible for all youth served including youth of color, youth identifying as LGBTQIA2s+ and others who have been historically underserved, marginalized, and adversely impacted by

persistent poverty and inequality. Through this policy, we work towards combatting discrimination and advancing equity for all clients. Trained staff using a gentle approach in building trust address systemic barriers, i.e., difficulty with employment, victimization on the street, exposure to violence and other trauma. Staff use Trauma Informed Care to build trust and Harm Reduction to assist the youth with safety strategies to help break the barriers they face. LGBTQIA2s+ face social stigma that leaves them feeling fearful and lacking the ability to trust anyone. For those with communication barriers, bilingual translation and the use of interpreters is available through the ISD. For RHY with limited reading proficiency, language and literacy needs, staff assist the youth in reading program materials in a private setting. Barriers may be caused internally by youth harassment/bullying. The Harbor is ADA compliant and work with youth or families needing accommodations. Strategies to address these barriers include enforcing a Zero Tolerance policy. The Harbor installed cameras in common areas inside and the front/back exterior of the home so harassment, bullying, etc. will be immediately addressed based on the incident. If a youth is asked to leave due to harassing another youth or staff, the Therapist or Program Manager will work with the parent/LG to reunify the youth or secure a mutually agreed upon safe place and aftercare counseling will be offered. By creating safe spaces for all, we can help empower young people to achieve their full potential. Through staff training, implementation of policies and procedures, and the tactics listed throughout this proposal The Harbor can advance the mission to make youth homelessness rare, brief, and a one-time occurrence.