

**Chittenden County Coordinated Entry Partnership Agreement
Between the Chittenden County Homeless Alliance and Champlain Housing Trust**

WHEREAS, Champlain Housing Trust (CHT) wishes to provide housing in its rental portfolio for households experiencing homelessness; and

WHEREAS, the Chittenden County Homeless Alliance (CCHA) has developed a coordinated entry system to identify and prioritize households experiencing homelessness for rehousing opportunities;

NOW, THEREFORE, CHT and CCHA agree as follows:

1. This Agreement applies to units (the Project Units) within CHT's property, Braeburn, which has 20 units designated as coordinated entry units in this agreement.
2. "Homeless" mean households meeting the Governor's Executive order definition of homelessness.
3. When CHT becomes aware of an upcoming vacancy at a Braeburn, CHT will notify the CCHA Coordinated Entry System Director as soon as possible.
4. Homeless households will be identified for referral for vacancies through the CCHA coordinated entry process. Households at the top of the community master list who have subsidy or income and whose household is an appropriate fit for a Braeburn apartment, will be prioritized for referral with a completed CHT Final application and Housing Support Plan and accompanied by a Coordinated Entry Referral letter from the CCHA Coordinated Entry System Administrator.
5. Initial applications for a vacant coordinated entry designated unit(s) will be submitted within 14 days of notice of the vacancy to Katy Michaud Service Coordinator who will forward it to our Applications department.
 - a. Applicants must: (1) meet the requirements in the CHT's Tenant Screening Standards or (2) have a Service Plan with a local Service Provider that addresses any barriers to Nedde's Tenants Screening Standards.
 - b. Participation in tenant skills programs or financial education should be noted on the application.
6. If no applicant has come forward with an application that can be approved within a 10 business day timeframe CHT fill the unit through an alternate process that designates an applicant within the qualifying population.
7. CHT reserves the right to reject applicants based on its application criteria where failure to meet those criteria has not been sufficiently addressed through a service plan. CHT will notify the applicant and, where the applicant has consented, the applicant's housing navigator, of the reasons for denial.
8. This Agreement is effective as of completion of the renovations at the property. Either party may modify this agreement with mutual agreement and either party may terminate with thirty (30) days' notice to the CCHA Coordinated Entry System Director.

(Signatures on following page)



CCHA Co-Chair Signature and Date

Name: _____

Title: _____

CCHA Co-Chair Signature and Date

Name: _____

Title: _____

Champlain Housing Trust Signature and Date

Name: _____

Title: _____