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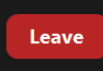
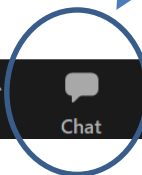
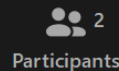
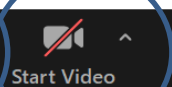
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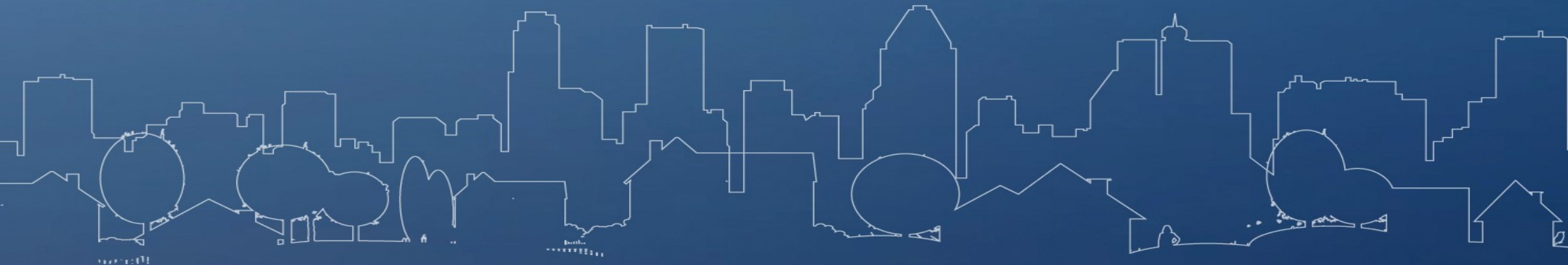
Invite Others



Building a YHDP Planning Team

January 7, 2021

3-4:30pm ET



Welcome!

- Using the chat: Tell us where you're from and your role in ending youth homelessness in your community



Agenda

- Welcome & Housekeeping
- Introduction to the YHDP Planning Process
- Building a YHDP Planning Team: Key Steps & Considerations
- Q&A

Objective: Understand the basic principles in building a robust, representative, and effective community-wide planning team to prevent and end youth homelessness



Speakers

Suburban Cook County, IL CoC (YHDP Round 3)

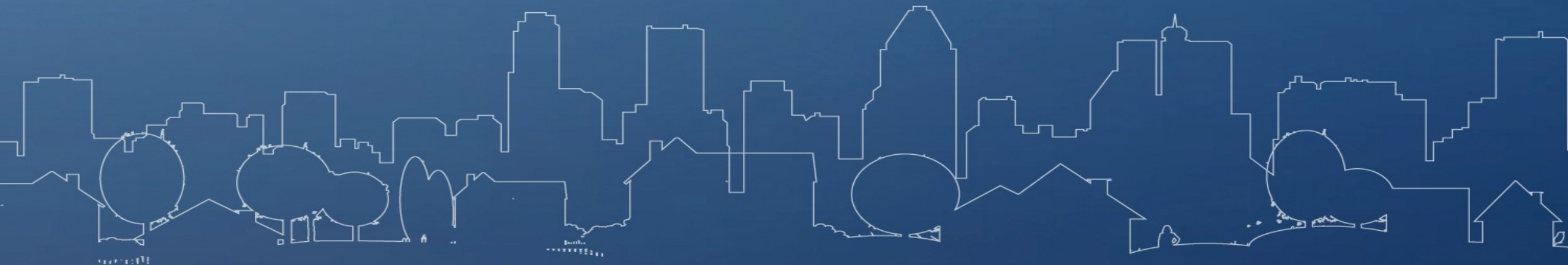
- **Kurt Runge (he/him)**
CoC Program Director, Alliance to End Homelessness in Suburban Cook County
- **Erick Mosby (he/him)**
YAB Member, Suburban Cook County, IL

Technical Assistance Providers

- **Lauren Knott (she/her), TAC**
- **Aubrey Sitler (she/her), Abt Associates**



OVERVIEW: YHDP PLANNING PROCESS



YHDP Process Overview

YHDP Funding:

- Amount spread over two-year grant period; becomes renewable after two-year demonstration period.

Planning Period:

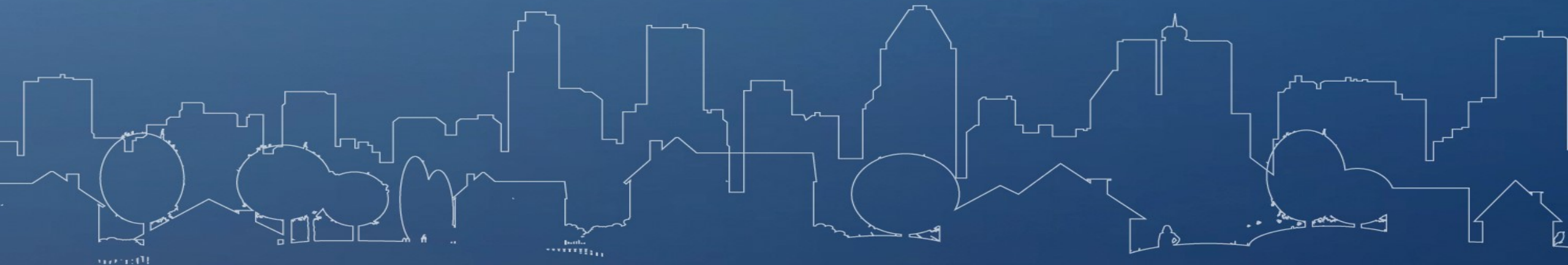
- Convene stakeholders to develop Coordinated Community Plan (CCP) that lays out how the community will prevent and end youth homelessness and meets specific threshold criteria required by the NOFA
- Time period: determined by the YHDP NOFA

Implementation Period:

- Local RFP process to determine new funded projects
- Ongoing work to support new project implementation and larger systems change work



BUILDING A YHDP PLANNING TEAM: ***KEY STEPS & CONSIDERATIONS***



Step 1: Identify Organization to Lead YHDP

Key considerations for what organization should lead YHDP:

- **Time and capacity:** In previous rounds, the YHDP Lead staff person has needed to be at least 1 FTE, up to 2 FTEs to include a the Youth Action Board (YAB) position.
 - Also consider: Will you need to hire a consultant to lead any part of your planning process (e.g., facilitating focus groups, writing a community plan, or developing the local project selection process)
- **Proximity to the structure of the CoC:** Your CoC and its structure will be a key for long term systems change- your YHDP structure should not happen far outside its bounds
- **Convening power:** This organization will need to garner buy-in and bring the community along in this process
- **Commitment to youth collaboration and racial equity:** Is this organization currently demonstrating its commitment to youth collaboration and racial equity? How will the community hold them accountable for this through the YHDP demonstration timeframe?



Step 2: Think Big with the Youth Action Board

- From day one, the YHDP Lead and Youth Action Board should be working in concert. The work is built on collective contributions and shared power while also maintaining autonomy to advance goals beyond YHDP.
- A few young people engaged at the beginning is just as important and necessary as building out a plan to engage more members. Ensure YAB membership is reflective of youth experiencing homelessness in your community.
- Host joint discussion on white dominant culture (WDC) with the goal of identifying pitfalls and pivots that will hinder process
 - Set goals (e.g., agreed upon a communication style, calling out WDC and how to pivot)
- Building relationships amongst YHDP team members (especially YAB members) is key to the goal of collaboration and avoiding tokenism

Step 3: Identify, Recruit, & Convene Planning Team

- Youth and young adults who have experienced homelessness should co-lead planning and decision-making process. Ensure youth with lived experience are representative of the population being served.
- Ensure partners represent people they'll serve. Consider: homeless system, other systems, and groups/geographic areas most impacted
 - Youth-serving homeless service providers (including CE)
 - Data / HMIS
 - Child welfare
 - Education (K-12 and post-secondary)
 - Criminal justice (both juvenile and adult systems)
 - Geographic representation (if applicable)
- Consider the race, ethnicity, gender, sexuality, etc. of people at the table and identify who's missing and must be invited.
- Ensure that meetings are accessible to all who need to be there. Provide or reimburse for transportation to ensure youth can attend, and ensure meeting times do not prioritize older adults' schedules over youth schedules.

A Note on Youth Collaboration: What to Do

- Co-develop community agreements, including terminology that is okay to use
- Prioritize forming and norming as a new group; not simply building on current process and engagement
- Prioritize support and preparation for YAB members to fully engage planning process
 - Pre-work with YAB members to ensure everyone understands and contributes to the vision for the purpose and outcomes for meetings; explain and define jargon and acronyms.
- Provide training to YHDP team on creating and maintaining trauma-informed and trauma-responsive spaces
- Offer opportunities for advancement, as defined by the YAB members.
 - Example: If a YAB member is seeking further employment opportunities, career training, or related education or certifications, YHDP/YAB membership should proactively support them in advancing their personal goals, as well as the goals of the organization.

A Note on Youth Collaboration, Safety and Trauma

- **Safety & trauma:** Valuing the lived experiences of young people at the table requires prioritizing their safety. Convening people in a way that is transactional and tokenizing risks retraumatizing and creating new traumatic experiences for those participants.
- Ensuring safety and refraining from (re)traumatization looks like
 - Considering meeting locations and young people's access to and perceptions/previous experiences with meeting locations or virtual platforms
 - Refraining from using inappropriate, harmful, and triggering language (e.g., say “young people” not “kids”; say “young people who’ve had contact with X system” rather than “wards of the state” or “child offenders”)
 - Developing shared agreements about maintaining safety, consent, and accountability for group
 - Conducting baseline training with older adult providers about maintaining safety
 - An individual taking responsibility for follow-up and support if safety is violated

A Note on Youth Collaboration, Stakeholder Engagement, & Tokenism

When recruiting and engaging with your planning team, be mindful of:

- **Tokenism:** Inviting someone to the table because they fit a “box” you are trying to check and to create the illusion of diversity or equity.
- Tokenism looks like:
 - Asking for review and input on completed work, rather than collaborating from the beginning
 - Being okay with one or two YAB members speaking on behalf of the full youth population
 - Only asking YAB members to engage in activities and tasks specific to YHDP (YAB stuff)
 - Access to information, technology, resources, supports are based on “your” need
 - Lack of youth voting authority and decision-making power (e.g., in YHDP decision-making structure, on the CoC Board)

Step 4: Clarify Expected Roles & Responsibilities

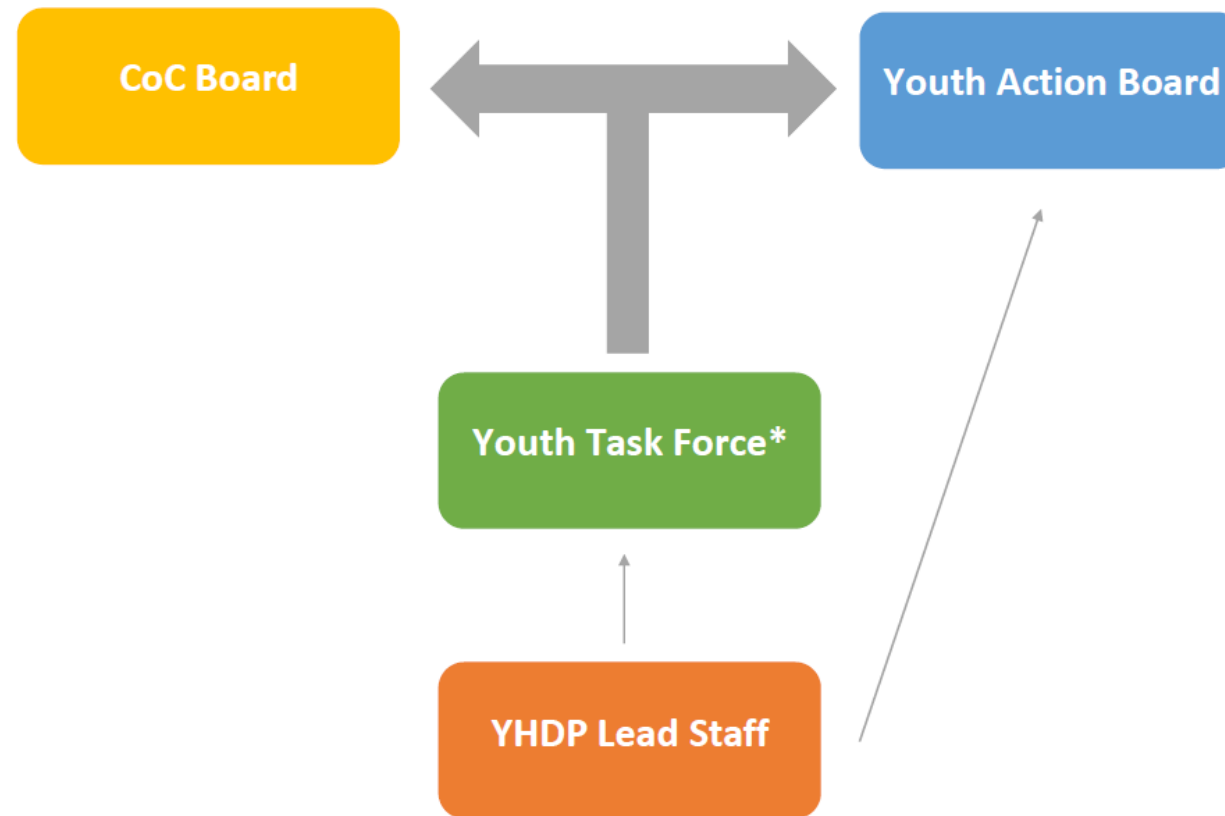
- Set clear roles and responsibilities
 - Planning requires different skills than implementation, and roles may end or shift accordingly over the course of the YHDP process (e.g., planning to project applications to rating/ranking to project implementation).
 - Add stipulations from the beginning to ensure transparency, accountability, and fairness if YHDP lead / agency leading the work intends or decides to apply for YHDP funds.
- For cross-system partners, define what it means to participate in the YHDP process beyond the MOUs in your YHDP application
 - Informing the needs assessment and identifying special population needs
 - Participating in system modeling
 - Crafting and signing on to tasks associated with the action plan
 - Scanning and identifying additional local resources to support new projects and systems change efforts



Step 5: Define a Clear Decision-Making Structure

- Set a clear decision-making structure from the beginning. Consider:
 - Ensure power for youth voice (i.e., require YAB approval for each component of the Coordinated Community Plan to be finalized)
 - Determine how decisions should be made (i.e., majority vote vs. consensus); particularly as you transition to selecting, funding and implementing the YHDP projects
 - Bridge collaborative applicants and YHDP lead organizations, if different
 - Set communication expectations with CoC Board and any other formal entities that will need to approve YHDP plan before it is finalized

Sample Decision-Making Structure



* Youth Action Board members will also sit on Youth Task Force

Source: [Erie and Niagara County Coordinated Community Plan for Ending Youth Homelessness](#)
(Round 3 YHDP CoC)



Step 6: Leverage Planning Grants

- CoC Planning Grants can fund youth-specific planning work
- Up to 3% of your YHDP award can be used for a Planning Grant
- CoC Planning Grant funds (including YHDP Planning Grant funds) may be used to:
 - Compensate members on the YAB,
 - Fund staffing to support coordination of YHDP activities
 - Conduct needs analysis, develop and implement the Coordinated Community Plan, and evaluate the outcomes of the local Youth Homelessness Demonstration Program (YHDP).
 - Hire a consultant to write the CCP, develop the local request for new project proposals (RFP), and develop the application rating and ranking process,

Step 7: Go!

- Work with your planning team to complete an intensive planning process that determines how you will effectively prevent and end youth homelessness
- The next webinar in this series will dive into the details to consider throughout this planning process

Potential Challenges

- Time constraints to push a planning process forward without a fully formed YAB
- Cultivating buy-in from new partners
- Pivoting away from white dominant norms
- Tokenizing youth and young adult voice
- Dismissing the structural barriers to innovation within current CoC structure

Questions?



Past Webinar Information

Youth Collaboration 102 – Held on December 9th

<https://www.hudexchange.info/trainings/courses/snaps-youth-collaboration-102-webinar/>

Youth Collaboration 201 – Held on December 17th

<https://www.hudexchange.info/trainings/courses/snaps-youth-collaboration-201-webinar/>

Additional Resources:

<https://www.hudexchange.info/homelessness-assistance/resources-for-homeless-youth/resources-for-homeless-youth-service-providers/#planning-your-coordinated-community-approach>

Upcoming Webinars in this Series

Partnering with YHDP Technical Assistance

- This will not be a live webinar. It will be a recording that will be posted on the HUD Exchange at the end of February.

If you don't receive Listserv Messages from the HUD Exchange, please sign-up here:

<https://www.hudexchange.info/maillinglist/subscribe/>