



**Homeless Coalition of Polk County, Inc.**  
**5304 S. Florida Ave Suite 406**  
**Lakeland, FL 33813**  
**(863)687-8386**

**2022 CoC MEMBERSHIP APPLICATION**

Please complete this form and the attached Membership Agreement and return with payment to the above address.  
 Membership begins upon approval of application and continues through December 31, 2022.

- Agency Membership - \$100** **Check one:**  New  Existing  
*(New members must attach a copy of the agency's 501(c)3 letter, Articles of Incorporation, and Bylaws.)*

<b>Agency Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>CEO/Director</b>	<b>Email</b>

Members may designate up to three voting members to represent their organization. Each organization is allowed ONE vote on CoC matters presented in meetings and official email.

	<b>Voting Member #1</b>	<b>Voting Member #2</b>	<b>Voting Member #3</b>
<b>Name</b>			
<b>Title</b>			
<b>Phone</b>			
<b>Email</b>			

- Individual Membership - \$50 (waived for persons currently experiencing homelessness)**

<b>Name</b>
<b>Address</b>
<b>Telephone</b>
<b>Email</b>

**Provider Agencies: Please indicate services provided by your organization. This information will be used in the Coordinated Entry referral process, and will be listed on the HCPC website. A more comprehensive list will be available in HMIS to facilitate accurate recordkeeping and reporting.**

### SERVICES PROVIDED

<b>Agency</b>
<b>Organization Type</b>  <input type="checkbox"/> Government <input type="checkbox"/> Nonprofit <input type="checkbox"/> Private for-profit <input type="checkbox"/> Faith-based <input type="checkbox"/> Education <input type="checkbox"/> Healthcare <input type="checkbox"/> Law enforcement <input type="checkbox"/> Other (please describe below)
<b>Populations Served (veterans, families, mentally ill, etc.):</b>

- |   |   |
|---|---|
| <input type="checkbox"/> Bathing Facilities<br><input type="checkbox"/> Birth Certificates/ID<br><input type="checkbox"/> Case Management<br><input type="checkbox"/> Child Care<br><input type="checkbox"/> Clothing<br><input type="checkbox"/> Consumer Assistance and Protection<br><input type="checkbox"/> Criminal Justice/Legal Services<br><input type="checkbox"/> Emergency Shelter <ul style="list-style-type: none"> <li><input type="checkbox"/> Family</li> <li><input type="checkbox"/> Individual</li> <li><input type="checkbox"/> Domestic Violence</li> <li><input type="checkbox"/> Runaway/Youth</li> <li><input type="checkbox"/> Hotel/Motel Vouchers</li> </ul> <input type="checkbox"/> Employment Training<br><input type="checkbox"/> Food Pantry | <input type="checkbox"/> Laundry Facilities<br><input type="checkbox"/> Meals<br><input type="checkbox"/> Medical/Dental Services<br><input type="checkbox"/> Medical Supplies<br><input type="checkbox"/> Mental Health Care/Counseling<br><input type="checkbox"/> Permanent Housing<br><input type="checkbox"/> Prescription Drug Assistance<br><input type="checkbox"/> Rental Assistance<br><input type="checkbox"/> School Supplies<br><input type="checkbox"/> Substance Abuse Counseling<br><input type="checkbox"/> Temporary Mailing Address<br><input type="checkbox"/> Thrift Shop<br><input type="checkbox"/> Transitional Housing<br><input type="checkbox"/> Transportation<br><input type="checkbox"/> Utility Assistance |
|---|---|

Additional services not listed above:

**FL-503 LAKELAND/WINTER HAVEN/POLK COUNTY  
CONTINUUM OF CARE  
2022 MEMBERSHIP AGREEMENT**

**PURPOSE**

This Agreement is entered into by the Homeless Coalition of Polk County (HCPC), as Lead Agency for the FL-503 Continuum of Care (CoC), and its members. The purpose of this Agreement is to set forth the expectations and responsibilities of HCPC and the members of the FL-503 CoC.

**ROLES AND RESPONSIBILITIES**

**HCPC will:**

- Serve as the CoC Lead Agency responsible for the coordination and oversight of the CoC planning efforts and certain homeless assistance funding applications.
- Provide technical assistance and training to provider agencies to ensure compliance with HUD CoC regulations, standards, guidelines, and best practices.
- Coordinate and leverage the Homeless Management Information System (HMIS) as a data collection tool to capture client-level, system-wide information over time on the characteristics and services needs of the homeless persons to be served within the funded programs.
- Coordinate, integrate, and leverage resources to maximize impact of services for individuals who are homeless.
- For provider agencies with CoC, Emergency Solution Grant (ESG), or State-funded contracts, monitor programmatic and financial management to ensure compliance with funder regulations, standards, and guidelines.
- Operate in accordance with all CoC approved policies & procedures.

**Members will:**

- Participate in the annual Point-In-Time Count by providing at least one person to volunteer on the day of the count.
- Participate in one or more CoC committees and workgroups.
- Attend monthly CoC General Membership meetings (at least seven meetings per year).

**In addition, provider agency members will:**

- Send staff representatives to relevant CoC training opportunities.
- Participate in the HMIS data system including any mandatory training and meetings.
- Participate fully in the Coordinated Entry System and follow related CoC policy and procedure.
- Agree to site and/or monitoring visits and to provide all necessary information and documentation as requested by HCPC to ensure compliance with HUD and CoC standards of care.
- Operate all CoC, ESG, and State-funded programs in accordance with CoC approved policies & procedures.

**Homeless Coalition of Polk County, Inc.**

**Member Organization**

\_\_\_\_\_  
Bridget Engleman, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Name of Organization (if applicable)