

## After Hours Plan

The Brown County Homeless & Housing Coalition plan for connection of individuals and families experiencing homelessness in Brown County to Emergency Services and the Coordinated Entry System after business hours of 5pm to 8am. We would like to ensure individuals and families in our community have reasonable access to shelter 24 hours a day.

- If someone needs shelter after hours, they are referred to the shelter appropriate for their demographic. Referring individuals include agency staff, Police Officers, School Social Workers, New Community Shelter's Outreach Case Manager, etc.
  - Emergency Shelters with 24 hour shelter intake include:
    - House of Hope
    - Golden House (for Domestic Violence)
    - New Community Shelter
    - St. John's (November through April until 2am)
  - Staff will discuss natural supports for housing to divert from shelter.
  - If Diversion is not possible and a bed is available, an intake is completed and they are housed.
    - The individual or family will be connected to the Coordinated Entry System the next business day by shelter staff.
  - If Diversion is not possible and beds are unavailable, staff will contact other shelters in the community to determine if beds are available.
- If shelter is not available, the individual/family is referred to agencies with motel voucher funding until funding is depleted.
  - An informational sheet will be provided to the individual/family to connect them to the Coordinated Entry System the next business day. The informational sheet includes contact information for the agencies that are able to make a referral to the Coordinated Entry System.
- If shelter is available but the individual or family refuses the available shelter options, they are still given an informational sheet to connect them to the Coordinated Entry System the next business day.
- The After Hours Plan is reviewed and approved annually by the Brown County Homeless and Housing Coalition.
- The After Hours Plan is distributed to Coalition members annually. In addition, the plan is communicated to others in the community that encounter individuals or families in need of shelter, such as New Community Shelter's Outreach Case Manager, Police Departments, School Social Workers, etc.

Agencies providing hotel vouchers:

- Golden House (for Domestic Violence)
- Green Bay Police Department (request pending)
- House of Hope (request pending)

Approved 09/13/17

Approved by BOS 12.13.17