

LOW-BARRIER SHELTER QUESTIONNAIRE

1. Can you provide low-barrier shelter from October 1, 2022 – March 31, 2023?
YES
2. What is your monthly budget for doing so?
\$30,000
3. Where will low-barrier shelter services be located this winter?
Billings First Congregational Church
4. What is the capacity that can be served nightly?
40-60
5. Is the location compliant with building and fire codes OR are you willing to make modifications requested by the Fire Marshal and Building Inspector in order to bring the facility into compliance prior to October 1, 2022?
Similar to the emergency shelter operated earlier this year, Billings First Congregational Church and its community partners will work with the Fire Marshal and Building Inspector to ensure the shelter space is suitable for overnight occupancy.
6. What hours of day/night will low-barrier shelter be open?
A 12-hour period overnight, TBD based on community need and partner capacity. Initial plans call for hours of operation from 7pm – 7am, with 6:30pm – 6:30am also being considered to equalize the gap between the available hours of programs at St. Vincent de Paul (8:00am – 5:00pm).
7. Do you have operational procedures developed and/or in place?
YES
8. How will you prevent liability and/or insure a low-barrier shelter?
Individual partners will carry insurance and/or liability for their facilities, staff and volunteers, with the contracted security obtained by Billings First Congregational Church required to carry an additional general liability policy with coverage of at least \$1,000,000.00

9. Do you offer a warm handoff between service providers?
YES
10. Do you plan to provide transportation to/from other service providers?
On a limited basis, primarily to/from the Community Crisis Center for screening, assessment, diversion, or crisis care.
11. Do you plan to provide congregate or non-congregate shelter?
Primarily congregate, with the possibility of non-congregate shelter also being explored, depending on community need and the cost involved.
12. How will you screen guests to ensure safety and security? If this service is provided by an outside entity or community partner, do you have an MOU or contract in place?
YES. An MOU between the Community Crisis Center, Billings First Congregational Church, and the Continuum of Care has been drafted and is being finalized now.
13. Do you have processes in place for diverting guests to other service providers, when appropriate, as space is available?
YES. Similar to past efforts to shelter unhoused neighbors on the coldest nights of the year, the Community Crisis Center will provide nightly assessment, screening, and diversion of all guests.
14. Are you a participant in the Homeless Management Information System? If not, how will data and success metrics be tracked and shared?
YES. The Community Crisis Center is a participant in HMIS, with Billings First Congregational Church willing to be onboarded if necessary.
15. Are you a participant in the Coordinated Entry System? If not, are you willing to provide a Uniform Assessment to all shelter guests and participate in biweekly case conferencing?
YES. The Community Crisis Center is a participant in Coordinated Entry, with Billings First Congregational Church willing to be onboarded if necessary.

16. Will you serve minors?
NO. Unaccompanied minors will be diverted to Tumbleweed for services, with youth and families being diverted to Family Promise for services. This can be revisited as community need arises, based on the need of adult populations who cannot be served elsewhere.
17. Will you serve felons, sexual and/or violent offenders?
YES
18. Will you serve people who do not meet sobriety requirements?
Sobriety requirements are not part of the policies and procedures
19. Will you serve people who use assistive devices (wheelchair, walker, cane, etc.)?
YES
20. Will you serve people who are accompanied by a trained Service Animal?
Billings First Congregational Church is a Certified WISE congregation. WISE stands for Welcoming, Inclusive, Supportive, Engaged for the mental health community. As such, guest accompanied by trained Service Animals are welcome.
21. Will you serve people who are otherwise disabled, whether physically or mentally?
YES
22. Will you serve people who do not meet employment requirements?
Employment requirements are not part of the policies and procedures
23. Do you have a Diversity, Equity, and Inclusion policy of any kind? If not, will you commit to serving people regardless of race or ethnicity, gender or sexual orientation, or cultural background?
The Continuum of Care and its partners at Billings First Congregational Church and Community Crisis Center are committed to serving people regardless of race or ethnicity, gender or sexual orientation, or cultural background. BFCC also has a non-discrimination policy in place.

24. Will you serve people of different faiths or religious beliefs?
The CoC and its partners are committed to serving people of all faiths and religious beliefs. Chapel services and other forms of outreach will not be required to gain access to the CoC's low-barrier shelter.
25. Are there certain types of individuals or groups that you will not serve?
When people are a danger to themselves or others, they will be referred for psychiatric care, treatment at the ER, or 9-1-1 will be contacted in the most extreme cases. When people are in need of immediate crisis care beyond the scope of basic sheltering, they will be referred to the Community Crisis Center. Additionally, every night during the screening and assessment process, guests will be referred to other service providers whenever appropriate, as space is available.
26. Do you maintain a no-services list? If so, what are the criteria for being put on the list or getting taken off the list?
Neither the CoC or Billings First Congregational Church have a no services list. On a case-by-case basis, the Community Crisis Center reserves the right to deny service to clients who have caused harm to staff, other guests, or visitors.
27. How do you define "low barrier shelter?"
Low barrier shelter is an option of last resort for unhoused neighbors with nowhere else to turn. The goal is to remove as many barriers to entry as possible, while providing a safe, warm, dry place for unhoused neighbors to obtain a full night's sleep.