

## **EXHIBIT 2**

### **University of Tennessee/Homeless Management Information System (HMIS)**

#### **Scope of Work**

- Maintain ongoing partnership with Office of Housing Stability and Youth Homelessness Demonstration Project (YHDP) Implementation Team;
- Maintain web-based community dashboard on homelessness in Knoxville, and explore opportunities to highlight data around the experiences of Youth and Young Adults;
- Establish Youth Homelessness Demonstration Project agencies in KNOX Homelessness Management Information System (KNOXHMIS) according to Department of Housing and Urban Development (HUD) data standards;
- Establish custom HMIS reports to facilitate easy access of information for the YHDP continuous quality improvement team;
- Manage data quality for established YHDP projects;
- Submit data reports as requested and required by HUD;
- Assist the Office of Housing Stability in the due diligence of meeting all YHDP grant minimum standards regarding the Homeless Management Information System, and any applicable reporting;
- Attend Youth Homelessness Demonstration Project stakeholder and work group meetings;
- Meet quarterly with the Office of Housing Stability to review HMIS data quality, the community dashboard, and any updated HUD requirements to ensure ongoing oversight and compliance;
- Staff time to focus on Youth and Young adult housing placements and Coordinated Housing Assessment and Match Plan (CHAMP) access;
- Staff time to focus on building YHDP data infrastructure for custom reporting, including modifying and updating existing reports;
- Staff time to work with and train providers around best practices for data around Youth and Young Adults

#### **Performance measures for UT/HMIS:**

##### **Jan 1, 2025 to March 31, 2025**

--Establish infrastructure within the Homeless Management Information System (HMIS) for YHDP project data

##### **April 1, 2025 to June 30, 2025**

--Train staff at My Daughter's Journey and Knox Pride on HMIS data entry  
--Maintain data quality and reporting infrastructure for both YHPD projects

##### **July 1, 2025 to Sept 30, 2025**

--Maintain data quality and reporting infrastructure for both YHPD projects

##### **Oct 1, 2025 to Dec 31, 2025**

--Maintain data quality and reporting infrastructure for both YHPD projects

**Budget****Homeless Management Information System project****Budget breakdown**

CATEGORY	UT-HMIS request
<b>HMIS</b>	
Staff salaries	\$90,619
Federally negotiated indirect cost rate (36%)	\$50,973
<b>Total</b>	<b>\$141,592</b>
TOTAL BUDGET	
<b>TOTAL REQUESTED BUDGET</b>	<b>\$141,592.00</b>

**Youth Homelessness Demonstration Program**

CoC	TN-502
Grant term	2 years
Total Allocation	\$1,823,342

**Project Name**

TN-502 - YNEW - Homeless Management Information System

**Project Number**

TN0472Y4J022200

**Total**

\$141,592.00