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| Responsibility | Notes | Responsible Party | Delegate To |
|  Grantee for HMIS Grants |  | COC | Forsyth—City of WSGuilford—WakeCharlotteNWTriHicAshevilleGLCFayettevilleOrangeDurhamBOS- NCCEH |
| Contract for administration of the Statewide platform |  |  |  |
| Ongoing contract compliance |  |  |  |
| Management of the Statewide Vendor Contract |  |  |  |
| Host the Statewide coordination meeting-the Monthly SA Call-In |  |  |  |
| Define Privacy and security protocols that allow for the broadest possible participation |  |  |  |
| Provide Statewide Operating Policies and Procedures that represent the minimum standard for participation. Local COCs may add additional requirements as negotiated locally |  |  |  |
| Provide for system administration and analyst staffing of help desk services between 9am and 5pm workday and after-hours emergency response |  |  |  |
| Provide training and ongoing collaboration regarding cross-jurisdiction system operation, measurement and research activities including:* Negotiation and training basic workflows for all users and specialized workflows for cross-jurisdiction funding streams.
* HUD mandated activities including HAG, PIT, HIC, APR and the AHAR.
* Annual publication of Statewide and Regional unduplicated homeless counts.
* Research projects that involve statewide data sets such as SHADoW.
* Maintain a suite of data quality, demographics and outcome reports available to all COCs on the System
* Support for local Continuous Quality Improvement efforts.
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| Plan the local HMIS implement to maximize the greatest possible participation from homeless service providers |  |  |  |
| Fund the cost for local licenses to the Statewide System via contracts with Bowman Systems |  |  |  |
| Comply with Michigan Statewide Privacy Protocols as specified in the QSOBAAs, Participation Agreements and the User Agreement Code of Ethics |  |  |  |
| Adopt any additional standards of practice beyond those identified in the Statewide HMIS Operating Procedures |  |  |  |
| Staff at least one local System Administrator and assure that each participating agency has identified an Agency Administrator. |  |  |  |