

October 30, 2018

I am conducting an academic research study of the common entry process (sometimes referred to as Coordinated Entry) that organizations in the Balance of State Continuum of Care (BoS CoC) have implemented. I ask two things of you. First, if you are the lead Coordinated Entry/Common Entry/HMIS person in your organization, please complete the survey. If you are NOT I ask that you forward this to that person. Second, you may have received this as Chair of your LHC. If so, I also ask that you forward this to the agencies in your Local Homeless Coalition (LHC) that are using the common entry process. The survey **should take about 10 minutes** to complete and may be accessed at http://untbusiness.az1.qualtrics.com/jfe/form/SV_9mKdwIivdbLN2oI. I am interested in perceptions of a variety of factors that helped (or perhaps hindered) implementation and usage of this approach to intake. Benefits of this study include information that may help other agencies/non-profits implement similar processes and insights that may help you utilize the system even more effectively now. **Your help is greatly appreciated!**

I am conducting this research as an information systems faculty member at UNT, but I am also serving as the 2018 Chair of the Denton County Homeless Coalition. It is through this role combined with my academic role that I have seen a need to better understand best practices and how the process of implementing could be improve. This study is NOT conducted for or by this coalition. Your individual responses will not be seen by anyone at this coalition or at the Texas BoS CoC or Texas Homeless Network or any other related body. All results will be examined in the aggregate, and no respondent's name or identifying information will be published. Every feasible effort will be made to preserve confidentiality. Participation is completely voluntary, and you may end the survey at any time simply by stopping and/or not turning in the survey at the designated time. You may decline to answer any particular question that you are uncomfortable with or feel is not appropriate. By submitting your responses, you are providing your consent to participate in the study. *If you would like a copy of the aggregate findings, please let me know by sending me an email at mary.jones@unt.edu.*

This research project has been reviewed and approved by the UNT Institutional Review Board (IRB). You may contact the IRB at 940- 565-4643 with any questions regarding your rights as a human subject.

THANK YOU VERY MUCH FOR HELPING!!!!

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