

**LEE M. HAMILTON**

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**EDUCATION**

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- **Ph.D.**, Heller School for Social Policy and Social Welfare, Brandeis University, 2000.
  - SUPPORT AREA: Social Policy.
  - DISSERTATION: *Families at Risk of Homelessness in the Land of Plenty: Experiences on Cape Cod, Massachusetts - A Resort Community.*
- **M.A. in Applied Sociology** (*summa cum laude*), University of Massachusetts at Boston, 1988.
  - SUPPORT AREA: Social Policy and Evaluation Research
  - THESIS: *Homeless Families on Cape Cod, Massachusetts*
- **B.A. in Sociology and Women’s Studies** (*summa cum laude*), University of Massachusetts at Boston, 1985.
- **A.A. in Sociology** (*summa cum laude*), Cape Cod Community College, 1982.

**RESEARCH SKILLS**

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|------------------------|-------------------------------------|------------------------|
| * Grant Writing        | * Strategic Planning                | * Group Facilitator    |
| * Survey Methods       | * Focus Group Facilitator           | * Formal Presentation  |
| * Interview Techniques | * Program/Policy Evaluation         | * Program Coordination |
| * Questionnaire Design | * Qualitative/Quantitative Analysis | * Needs Assessment     |

**RESEARCH EXPERIENCE**

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**Grant Writing Projects**

- Researched and wrote the HUD Continuum of Care (CoC) annual application 2003-2017. This includes the Collaborative Application, and overseeing individual application projects as part of the application packets for the annual applications. From 2003 to 2011 contracted by Community Action Committee of Cape Cod and Islands, Inc. and 2012-2017 contracted by Barnstable County Department of Human Services on behalf of the Regional Network to Address Homelessness on Cape Cod and the Islands for Planning and Grant Writing activities. Since contracted as the grant writer for the HUD CoC application, over \$20,000,000 has been awarded to the region resulting in the development of 76 beds for the homeless. In addition, awards have been granted for Homeless Management Information System (HMIS), Coordinated Entry System (CES), and Planning Grants.  
  
The FY2017 Application was submitted on September 26, 2017 requesting \$1,862,004 to renew 146 beds and add 22 new beds, renew funding for the Coordinated Entry System and HMIS projects, and fund a Planning Grant.
- Community Action Committee of Cape Cod & Islands, Inc., ongoing grant writing and research for potential grants, 2015-2017.
- Plymouth Area Coalition for the Homeless, Inc. - grant writing and research for potential grants, with funding received from numerous applications submitted to date to fund capital improvement projects, 2006-2017.

- Foundation for International Justice, Inc. - grant writing and research for potential grants for homeless youth, 2014-2015.
- Researched and wrote the HUD Housing Counseling Program grant for Smart Money Housing in Chicago, applications for 2010, 2012, 2013, 2014 and again in 3016 with grants awarded each year.
- Advisory Capacity for Yakshna Solutions, Inc., Herndon ,VA, for the HUD Technical Assistance and Capacity Building (OneCPD) FY2011 & FY2012 grant application, March 2012.
- Grant writing for the North Shore Veteran's Program (a HOME Consortium application and a Concept Paper and work related to applying for a new project for the 2010 HUD CoC application.
- Researched and wrote HUD project application for the Falmouth Housing Corporation for 'Bridgeport', permanent supportive housing for eight chronically homeless individuals (this application was for the reallocation of funds awarded in the Continuum of Care component for a HUD SuperNOFA grant awards in 2003). The grant and technical submission were both approved by HUD and the housing units were occupied in July 2005.
- Researched and wrote grants for the Cape Cod Council of Churches, 2003 and 2004.
- Researched and wrote a project application for the HUD SuperNOFA 2002 Continuum of Care application for the Family and Children's Service of Nantucket, Inc, to fund: 'Demand Treatment! Partner' with Boston University School of Public Health; and 'Recovery House' a sober house on Nantucket.
- Applied and received funding from: The Caplan Foundation Dissertation Fellowship, 1999, and The Caplan Foundation Dissertation Grant, 1995, while attending the Heller School at Brandies University.

### **Consulting Projects**

- Community Action Committee of Cape Cod & Islands, Inc. - Completed Community Assessment Report and Strategic Plan – 2018-2020 (Strategic Plan) for submission to Massachusetts Department of Housing and Community Development which consisted of an array of data gathering (designed all research instruments including interview guides, survey forms, focus group discussions and SWOT analysis outline; conducted interviews with key stakeholders; facilitated focus groups, SWOT Analyses and Committee Planning Meetings; surveyed customers and low-income members of the community; researched key issues; and wrote plan), October 2016 – July 2017.
- Contracted by Barnstable County Department of Human Services through their HUD CoC Planning Grant to work on planning aspects for the local Continuum of Care including components in preparation for the application process. 2015 -2017.
- Contracted by Community Action Committee of Cape Cod and Islands through their HUD CoC Planning Grant to work on planning aspects for the local Continuum of Care including components in preparation for the application process. 2014.
- Contracted by the Cape Cod Commission to conduct a 15 month research project, a *Cost Benefit Analysis Study of Chronically Homeless Individuals on Cape Cod*, to document and compare costs associated with the experiences of being homeless on the street versus residing in permanent supportive housing (units for formerly homeless individuals). Report completed and presented to the press February 2009 (document available at the Cape Cod Commission's website.)
- Authored the *Ten Year Plan to End Homelessness on Cape Cod and the Islands*, 2004-2005. Contracted by Community Action Committee of Cape Cod and the Islands, Inc. on behalf of the Leadership Council to End Homelessness on Cape Cod and the Islands (renamed Cape Cod & the

Islands Regional Network to Address Homelessness). Prepared all promotional material for the community forum releasing the plan to the public.

- Conducted a Rent Reasonableness Survey to document market rents in Barnstable County (a requirement of the HUD Section 8 program) April 2005. Contracted by Housing Assistance Corporation.
- Conducted research on Affordable Housing in the Town of Barnstable, 2003–2004. Contracted by Housing Assistance Corporation.
- Research on “Appropriate Housing” including design of research questions and coordination of community focused discussions, 2001–2005. Contracted by Barnstable County Department of Human Services for The Human Condition Housing/Homelessness module.
- Completed Inventory List of Affordable Home Ownership units across Cape Cod, 2001. Contracted by Housing Assistance Corporation and funded through the Cape Cod Commission.
- Initiated and researched the point-in-time count of the homeless for the HUD SuperNOFA Continuum of Care Grant, 2001. Worked with Housing Assistance Corporation on behalf of the regional Continuum of Care to identify homeless people living in motels.

#### **Other Consulting Projects**

- Researched and wrote two reports on the status of youth on Cape Cod to supplement The Human Condition 2001 final report, for the Barnstable County Department of Human Services.
- Coordinator of Student Retention and Advising Project, Cape Cod Community College, 1996–1997. Sampling and supervising survey implementation and coordinating professional day presentations, workshops and focus groups for the Novel-Levitz consultants.

**Dissertation Research Project:** The Heller School, Brandeis University, 1997–2000.

- Designed and implemented a comprehensive county-wide study in cooperation with three agencies in Barnstable County to develop an understanding of families at risk of homelessness on Cape Cod, MA.

**Research Assistant:** The Heller School, Brandeis University, 1991.

- Worked with Dr. Margaret McAdam on a national survey regarding home health care workers.

**Masters Thesis Project:** Department of Sociology, University of Massachusetts at Boston, 1986–1988.

- A comprehensive study of homeless families on Cape Cod, Massachusetts in cooperation with Community Action Committee of Cape Cod and the Islands, the Massachusetts Department of Public Welfare and Housing Assistance Corporation.
  - Findings presented at a press conference in 1987 and also at the Massachusetts Sociological Association’s Spring Conference at Salem State College, 1988.

**Research Assistant:** Department of Sociology, University of Massachusetts at Boston, 1987–1988.

- Provided quantitative assistance on a meta-evaluation project on the homeless with Dr. Russell Schutt.

**Research Assistant:** Department of Sociology, University of Massachusetts at Boston, 1987–1988.

- Coordinated a statewide accessibility survey and created a database for the Massachusetts Commission for the Deaf and Hard of Hearing with Dr. Russell Schutt.

**Research Consultant:** Department of Anthropology, University of Massachusetts at Boston, 1987–1988.

- Conducted a survey and constructed a database of union railroad workers with Dr. Frederick Gamst.

**Research Consultant:** Massachusetts Office of Job Partnership, Boston, MA, 1986.

- Provided quantitative analysis of an extensive database on employment training.

**Research Project:** Department of Sociology, University of Massachusetts at Boston, 1987-1988.

- Researched and authored a paper titled “College Students and AIDS as a Social Issue,” presented at the Society for the Study of Social Problems Annual Conference, Chicago, IL, August 1987.

**Research Assistant:** Department of Sociology, University of Massachusetts at Boston, 1987-1988.

- Provided quantitative assistance on a meta-evaluation project on the homeless with Dr. Russell Schutt.

## ACADEMIC/TEACHING EXPERIENCE

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**Adjunct Faculty:** Department of Social Sciences, Behavioral Sciences, and Human Services, Cape Cod Community College, 1991-2017.

- Teach “Principles of Sociology” and “Race, Gender and Class in the U.S.” This latter course fulfills a diversity requirement at four-year schools including Suffolk University and Bridgewater State College. (currently teach online classes).

**Adjunct Faculty:** College of Public and Community Services, University of Massachusetts at Boston, 2004.

- Designed course and lead instructor for “Social Research: Consumption and Design”, a course offered at the Mashpee Wampanoag Tribal Council (funded by a W.K. Kellogg Foundation grant).

### Consultant Teaching Seminar

- Designed and taught a 10-week seminar on Qualitative Research for Professional Development, 2003. Education Development Center, Inc, West Newton, MA.

**Teaching Assistant:** Department of Sociology, University of Massachusetts at Boston, 1985-1987.

- Conducted lectures and class discussions for several sociology classes under Dr. Ann Cordilia and Dr. Daisy Tagliacozzo.
- Also conducted workshops, tutored students and graded papers.

**Team Teaching:** Division of Community Services, Cape Cod Community College, 1985.

- Co-designed and taught a component of “Women’s Survival Course.”

## OTHER PROFESSIONAL EXPERIENCE

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**Mentor Coordinator:** Advantage Program, Cape Cod Community College, 1992-2001.

- Designed and led the federally funded ‘Peer Mentor Program’
- Coordinated and facilitated multicultural workshops and panel discussions.
- Trained and supervised peer mentors, designed printed matter, and edited a monthly newsletter.
- Served as Interim Life Skills/Transfer Counselor in 2000.

**Academic Advisor:** Cape Cod Community College, 1985-2001.

- Academic advising for Continuing Education students and students from the Department of Public Welfare’s Employment and Training Program.

### Internships:

- Conducted a survey of homeless families on Cape Cod for Community Action Committee of Cape Cod and the Islands, Department of Sociology, University of Massachusetts at Boston, 1987.
- Case management with elderly clients through Elder Services of Cape Cod and the Islands, Department of Sociology, University of Massachusetts at Boston, 1984.
- Criminal Justice Intern and Volunteer: Provided crisis intervention, court advocacy and shelter coverage for battered women at Independence House, Hyannis, MA. Department of Social Sciences, Cape Cod Community College, 1982

## Community Affiliations

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- Active attender of Cape & Islands Regional Network to Address Homelessness (formerly the Leadership Council). Former Co-chair of the Grant Subcommittee for 10 years and served on a number of other subcommittees, including the 10 Year Plan to End Homelessness Planning Group and the Working Group on Prevention, 2000-2017.
- Member of the Religious Society of Friends (Quakers), former Co-Clerk of Yarmouth Preparative Friends Meeting, formerly served on committees of Sandwich Monthly Meeting and New England Yearly Meeting, and currently serve as Recording Clerk for Sandwich Monthly Meeting, 1985-2017.
- Member of the Planning Committee of the Dennis-Yarmouth Ecumenical Council for the Homeless, 2015-2016.
- Former Chair of the Working Committee on Housing and Homelessness and a member of the Steering Committee and Task Force (Basic Needs Component) Barnstable County Department of Human Services, The Human Condition, 2001-2005.
- Harwich Housing Committee, to address affordable housing needs in the Town of Harwich, 2000-2003.
- Advisory Committee, Family Self-Sufficiency Program, Housing Assistance Corporation, 2001-2003.
- Steering Committee, WE-CAN Foundation (Women's Empowerment through Cape Area Networking), organizing to address the needs of women on Cape Cod, 2000-2002.
- Planning Committee, Housing Solutions - A Summit Conference, held at the Cape Cod Community College, 1999-2000.
- Poverty Prevention Task Force, Lower and Outer Cape Cod Community Coalition, 1998-2000.
- Institutional Research and Planning Committee, Cape Cod Community College, 1997-1998.
- Diversity Task Force Committee, Cape Cod Community College, 1994-1995.
- Fundraising Committee, Dennis-Yarmouth Ecumenical Council for the Homeless, 1994.
- Student Representative, Admissions Committee & Minority Concerns Committee, The Heller School, Brandeis University, 1989.
- Student Representative, Executive Council, Massachusetts Sociological Association, 1988.

## AWARDS AND HONORS

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- Profiled as an *Unsung Hero* in the March 28, 2006 edition of Cape Cod Life (3rd Annual 400 of Our Finest People on Cape Cod, Martha's Vineyard and Nantucket).
- Recipient of the Caplan Foundation Dissertation Fellowship, Heller School, Brandeis University, 1999.
- Recipient of the Caplan Foundation Dissertation Grant, Heller School, Brandeis University, 1995.
- Graduate Convocation Award, Department of Sociology, University of Massachusetts, Boston, 1988.
- Alpha Kappa Delta member, National Honorary Society in Sociology, 1984.
- Commencement Citizenship Award, Cape Cod Community College, 1982.

## REPORTS, ABSTRACTS AND PRESENTATIONS

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- *Costs of Homelessness: A Study of Current and Formerly Chronically Homeless Individuals on Cape Cod Massachusetts*, contracted by Cape Cod Commission (available at <http://www.capecodcommission.org/housing/CostsofHomelessness020909.pdf>), February 2009.
- Short statement published in the Spring 2006, *Heller Alumni: News and Views*, in response to the question, *Do you think mothers and children who received welfare assistance before welfare reform took effect in 1996 are better off today?*
- *End of Life Issues, Illness and Caregiving Concerns*: Co facilitator of a Seeker's Day Workshop, held at E. Sandwich Friends Meeting on February 11, 2006.
- *Ten Year Plan to End Homelessness on Cape Cod and the Islands* on behalf of the Leadership Council to End Homelessness on Cape Cod and the Islands (available at <http://www.capecodcommission.org/housing/TenYearPlanFeb2005.pdf>). The study was presented to the public at Barnstable Town Hall, Barnstable Massachusetts, February 11, 2005.
- *The Grand Community Effort to End Homelessness on the Cape and Islands*: Facilitator of the Homelessness Prevention Workshop. Symposium held at the Mattacheese Middle School in West Yarmouth, Massachusetts, October 23, 2003.
- Presenter and team facilitator of the Housing/Homelessness component of The Human Condition, 2001-2005 Project, *Action Challenge*. A public forum held in West Barnstable, Massachusetts, October 3, 2003.
- *Young People of Cape Cod: Ages Birth - Nine Years*, Snapshots of the Human Condition on Cape Cod, Barnstable County Department of Human Services, Publication 02-001, 2002.
- *Learning to Prejudge*: Workshop facilitator for a parenting series at West Parish Congregational Church, West Barnstable, MA, February 10, 2002.
- *Families at Risk of Homelessness on Cape Cod, Massachusetts*: Presentation at the Cape Cod Community College's, Brown Bag Luncheon, April 2001.
- *Families at Risk of Homelessness on Cape Cod, Massachusetts - A Resort Community*: Report prepared for Community Action Committee of Cape Cod and the Islands, Inc., Housing Assistance Corporation, and Interfaith Council for the Homeless of Lower Cape Cod, September, 2000.
- *White Privilege*: Workshop Facilitator at Cape Cod Community College's Professional Development Day, January 2000.
- *Defining and Identifying Homelessness on Cape Cod*: Presentation to the Cape Cod Community College, Nursing Program students, Spring 1996.
- *Theories of Prejudiced Thought*: Workshop facilitator for the Plymouth County Education Association's Southeastern Massachusetts Leadership Conference, March 22, 1995.
- *Families at Risk of Homelessness*: Presentation at the Chatham Unitarian Universalist Fellowship, 1994.
- *Unlearning Prejudice Thinking*: Presentation at the Chatham Unitarian Universalist Fellowship, 1993.
- *A Report on the Survey of Homeless Families on Cape Cod*: Presentation at the Massachusetts Sociological Association's Spring Conference, Salem State College, April 23, 1988.

- *College Students and AIDS as a Social Issue*: Presentation at the Society of Social Problems, Annual Conference, Chicago, IL, August 1987.
- *College Students and AIDS as a Social Issue*: Abstract published in the Sociological Abstracts, August 1987.
- *A Report on the Survey of Homeless Families on Cape Cod, Massachusetts*: Prepared for Community Action Committee of Cape Cod and the Islands, Inc., December 1987. (Findings were also released in a press conference)