

Western PA Continuum of Care (CoC) FY2018 Request for Proposals NEW Permanent Housing Project

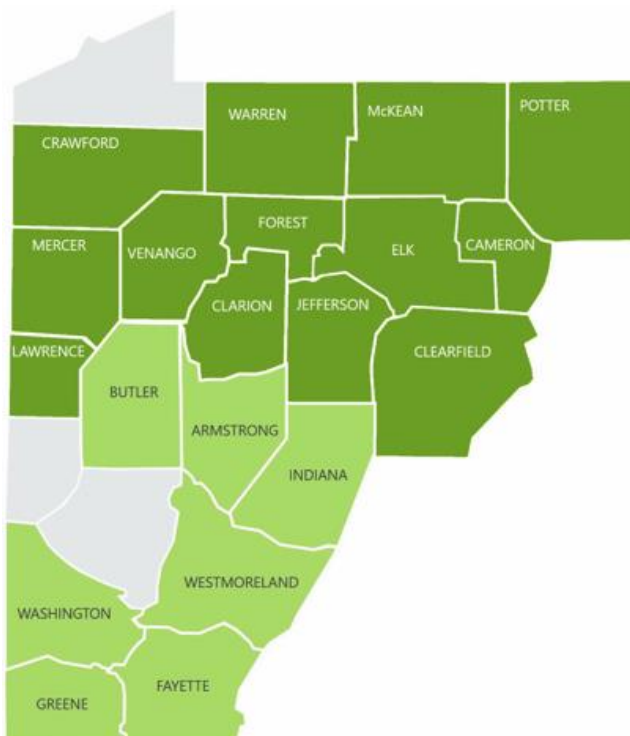
Preliminary Application due by Close of Business on August 14, 2018

The Western PA CoC is soliciting Preliminary Applications from agencies interested in applying for new projects to be submitted as part of the FY2018 Continuum of Care (CoC) Application this fall. At this time, the CoC is eligible to apply for up to \$549,640 in bonus funding to create new permanent housing projects. Additional funding may be available through the CoC's reallocation process.

In the Western PA CoC, the eligible program types are limited to:

- **Permanent Supportive Housing Projects serving Chronically Homeless Individuals and/or Families designed to operate RHAB-wide or CoC-wide**
- **Rapid Re-Housing**
- **Transitional Housing (TH) – Rapid Re-Housing (RRH) Joint Component**
- **PSH and RRH Expansion projects**

Funding is not guaranteed to the organization(s) selected through this RFP. Funding will be made available by HUD based on the performance of the Western PA CoC in the 2018 Continuum of Care competition. Projects funded by HUD will initially be 1-year grants and will be eligible for annual renewal, dependent on the availability of funding from HUD and program performance.



The Western PA CoC includes 20 counties located in two regions through two Regional Homeless Advisory Boards (RHABs):

Northwest RHAB: Cameron, Clarion, Clearfield, Crawford, Forest, Elk, Jefferson, Lawrence, McKean, Mercer, Potter, Venango, Warren

Southwest RHAB: Armstrong, Butler, Fayette, Greene, Indiana, Washington, Westmoreland

- The CoC is seeking applicants with the capacity and interest in serving multiple counties.
 - Additional points will be awarded to applicants who propose to operate RHAB-wide and/or CoC-wide projects.

Where can I find more information about how to operate a regional project? The Western PA CoC has developed a frequently asked questions document, which provides input from a provider operating a regional rapid re-housing project. In addition, this provider can provide peer assistance to any new regional projects awarded funding. The FAQ document can be accessed at:
<https://www.dropbox.com/s/jz5qiw2fswqxd4a/Regional%20Projects%20FAQ.docx?dl=0>

To indicate your interest in a new project, please submit the attached Preliminary Application by close of business on August 14, 2018.

- The application should be emailed to westerncoc@pennsylvaniacoc.org
- Please use the e-mail subject line: Preliminary Application – **YOUR AGENCY NAME**

Please review the information provided below regarding project type, eligible participants, eligible activities, expectations and requirements of the project recipient, and selection/scoring criteria to be used in the selection of new project applicants.

Additional Information to review prior to submitting a Preliminary Application

What are the goals and priorities of the CoC? As articulated in the CoC's Strategic Plan, we are seeking to reduce homelessness by 50% by 2022. This includes effectively eliminating chronic homelessness and Veterans homelessness, as well as reducing family and youth homelessness by no less than 50% during this timeframe. As such, these are the priority populations for the Western PA CoC.

Who is eligible for homeless assistance under the CoC? Project participants are limited to the categories 1 and 4 of the [HUD Homeless Definition](#). Category 1 includes individuals and families experiencing literal homeless in an emergency shelter or in a location not appropriate for sleeping (e.g. street, tent, car, etc.). Category 4 includes persons fleeing domestic violence, dating violence, sexual assault, and stalking. Under certain circumstances, Category 4 may also include persons who are fleeing or attempting to flee human trafficking, including sex trafficking. Additional eligibility information can be found in the [FY2018 HUD CoC NOFA](#).

How is chronic homelessness defined? An individual or family head of household has a diagnosable substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability.

AND

- Is currently living in a place not meant for human habitation, a safe haven, or in an emergency shelter.

AND

- Has been homeless for at least 12 months. This includes:
 - 12 Months Continuous: At least 12 months of continuous homelessness living in a place not meant for human habitation, a safe haven, or in an emergency shelter;
- OR
- 12 Months Cumulative: Has experienced homelessness during at least 4 separate occasions in the last three years, where these 4+ occasions equal a total of at least 12 months.

Eligible Project Types through this RFP:

- Permanent Supportive Housing Projects serving Chronically Homeless Individuals and/or Families – limited to projects that operate RHAB-wide or CoC-wide: Units must be dedicated specifically to individuals and families who meet the chronically homeless definition. When a program participant exits the project, the bed must be filled by another household that meets the definition unless there are no chronically homeless persons located within the CoC's geographic area.
 - **NOTE:** Based on data from the CoC's Coordinated Entry System, there are currently 15 chronic households on the Prioritized List. Since the households are not all from a particular county, they need access to housing in several areas of the CoC. **As such, only projects operating CoC-wide or RHAB-wide PSH projects will be considered.** (Data from Prioritized List attached.)
- Rapid Re-Housing: Rapid Re-Housing is a model of housing assistance that is designed to assist those experiencing homelessness, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. Rapid re-housing assistance is time-limited, individualized, and flexible.

Individuals, families and unaccompanied youth¹ eligible for Rapid Re-Housing under the FY2018 CoC NOFA include those who are:

- Residing in a place not meant for human habitation;
- Residing in an emergency shelter or coming directly from the streets;
- Persons who qualify under paragraph (4) of the definition of homelessness, including persons fleeing or attempting to flee domestic violence situations;
- Residing in a transitional housing project that was eliminated;
- Residing in transitional housing funded by a Joint TH and PH-RRH component project;
- Receiving services from a VA-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

Transitional Housing (TH) – Rapid Re-Housing (RRH) Joint Component: The TH-RRH Joint

¹ Unaccompanied youth are defined as persons under age 25 who are not accompanied by a parent or guardian and are not a parent presenting with or sleeping in the same place as his/her child(ren). Unaccompanied youth are single youth, youth couples, and groups of youth presenting together as a household.

Component project includes two existing program components –transitional housing and rapid rehousing– in a single project to serve individuals and families experiencing homelessness. When a program participant is enrolled in a Joint TH and PH-RRH component project, the grant recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the PH-RRH component, to all participants. A program participant may choose to receive only the transitional housing unit or the assistance provided through the PH-RRH component, but the recipient or subrecipient must make both types of assistance available.

- **NOTE: Funding for TH-RRH Joint Component is limited to organizations currently operating Transitional Housing projects. This includes TH projects receiving CoC-funding and projects not receiving CoC-funding.**
 - **TH Projects not funded through the CoC:** CoC funding is available to support the Rapid Re-Housing portion of the proposed project (case management and rental assistance). If you apply for this project type, you will be expected to operate the TH portion of the project with existing funding; CoC funding will not be awarded to operate Transitional Housing. By converting the project from TH to TH-RRH Joint Component, project participants will have the resources to exit homelessness and obtain permanent housing more quickly.
 - **TH Projects receiving CoC-funding:** If you apply for TH-RRH Joint Component, you will be required to reallocate your current TH project and submit a new project application. By converting the project from TH to TH-RRH Joint Component, project participants will have the resources to exit homelessness and obtain permanent housing more quickly. The purpose of encouraging TH providers to increase permanent housing resources for individuals experiencing homelessness and improve the CoC's System Performance Measures.

For more information about this model and its intent, see:

<https://www.hudexchange.info/news/snaps-in-focus-the-new-joint-transitional-housing-and-rapid-re-housing-component/>

- **Expansion of Current RRH or PSH grant to provide additional units/serve additional households:** This component allows current grantees of PSH or RRH projects to expand an existing program. The purpose of project expansion can be to increase the level of services currently offered, increase funding for site-based projects operating at a deficit, etc. The new grant will be combined with the existing grant at contracting time and can be submitted to HUD without completing an entire new project application.
 - Existing providers seeking to increase the number of units, are encouraged to complete the Preliminary Application as a “new” RHAB-wide or CoC-wide project, rather than as an expansion. If your organization is selected for a new project, please talk with the CoC's Consultant to determine if expansion is a possibility.

- The CoC will only consider expansion projects on a limited basis. Current providers will need to provide compelling rationale for their request.

What will the grant pay for? The HUD grant can be used towards:

- **Housing Costs:**
 - **Operating funds** to operate a site owned or leased by your agency.
 - **Rental Assistance** to assist a household pay their rent;
 - **Note:** If applying for Rapid Rehousing, Rental Assistance is the only eligible housing type.
 - **Leasing** of a single site or scattered site housing units;
- **Supportive Services Costs:** Case management to assist households in obtaining and maintaining their housing.
- **Administrative Costs:** To provide funding for your agency to manage the grant including drawing down funds and reporting to HUD.

Are there match requirements? The grantee must provide a 25% match – either cash or in-kind. The only exception is that leasing costs do not require a match.

Are there any special considerations that I need to be aware of?

- Both PSH and RRH are permanent housing programs and are expected to operate in accordance with a **Housing First approach**:
 - Participants are not screened out based on the following:
 - Having too little or no income
 - Active or history of substance use
 - Having a criminal record with exceptions for state-mandated restrictions
 - History of domestic violence
 - Participants are not terminated from the program based on the following:
 - Failure to participate in supportive services
 - Failure to make progress on a service plan
 - Loss of income or failure to improve income
 - Being a victim of domestic violence
 - Any other activity not covered in a lease agreement typically found in the project's geographic area
- All project participants enrolled must come from the CoC's Coordinated Entry Prioritized Waiting List.
 - To learn more about the Western PA CoC's Coordinated Entry System, visit <http://www.pennsylvaniacoc.org/westerncommittees/coordinated-entry/>
- Organizations receiving CoC funding must enter complete and accurate data into the PA Homeless Management Information System (PA-HMIS). This will include adhering to the

data quality and data timeliness expectations outlined within the HMIS User Agreement. Victim services organizations must enter data into a DV comparable database.

- Applicants in the Southwest region will be expected to participate in Regional Homeless Advisory Board (RHAB) meetings. Applicants in the Northwest region will be expected to participate in NW provider meetings. In addition, all applicants must be or must become a member of the Western PA CoC, attend semi-annual meetings of the full CoC, and attend trainings provided through the CoC.
- Applicants will be expected to have the capacity to operate your program in accordance with HUD requirements including:
 - Submitting your Annual Progress Report (APR) on time
 - Drawing down funds at least quarterly
 - Expend all of your grant funds within the 12-month grant period

How will projects be selected for submission to HUD? All Preliminary Applications will be reviewed by the Western PA CoC Funding Committee based on the following criteria. Those that are selected for submission will be notified no later than August 24, 2018 and will need to complete a new project application in esnaps.

- **Threshold:** to be considered, applicants must:
 - Use a Housing First approach
 - Provide program participants with assistance with Mainstream Benefits
 - Have experience working with the population to be served
 - Conduct at least monthly face to face case management appointments in the program participant's home
 - Participate in the Western PA CoC Coordinated Entry System
 - Once finalized, follow the CoC's written standards for providing assistance
 - Enter data into PA-HMIS or DV comparable database
 - Participate in regional and CoC meetings
 - Ensure that service delivery is client-centered and culturally competent
- **Selection Criteria:** Projects will be scored based on several factors, including the below listed criteria:
 - Geographic area:
 - PSH projects must provide scattered site housing throughout the RHAB or CoC.
 - RRH projects proposing to provide assistance throughout the RHAB or entire CoC will be prioritized over single/multi county projects.
 - Demonstration of need, through both data and narrative.
 - Targeting a priority population: Chronically Homeless, Veterans, Families, Youth and single individuals/couples without children.
 - While single individuals are not a population specifically highlighted within the CoC's strategic plan, data available from the CoC's Prioritized List shows a

significant demand for homeless assistance among this population.

- Experience with Housing First.
- Experience providing homeless assistance to the identified target population.
- Experience providing client-centered and culturally competent services.
- Strategic partnership with community providers.
- Approach to case management, including case management ratio
- Capacity of the applicant to implement a regional project, either directly or through partnerships with other organizations throughout the region.
- Organizational capacity to ensure successful program operation. This includes new organizations not currently receiving CoC-funding, as well as organizations already receiving funds.
- For current CoC grantees, considerations will include meeting HUD's grant management requirements, implementation of HUD policy priorities such as housing first, as well as performance outcomes of current/previous grants
- Additional consideration will be given to agencies that have not previously received CoC funding
- Approach for providing supportive services, both through the proposed CoC-funded project and leveraged services from community providers
- Ability to provide outreach in order to engage individuals currently living in unsheltered situations
- Ability to provide housing search and location services, using either staff funded through the proposed CoC-funded project or services leveraged through other resources or community partners
- Cost effectiveness of approach, as compared to similar projects within the geographic area

What is my project budget? The total amount of new project funding available is not yet known. The amount will be no less than the Permanent Housing Bonus (\$549,640). While a budget is requested in the Preliminary Application, if your project is selected, the CoC's Funding Committee and Governing Board reserve the right to approve an amount other than what was requested.

If my project is selected for submission, what is the next step? You will be notified no later than **August 24** if your project has been selected for inclusion in the FY2018 CoC Application and the amount of funding that you can request. At that time, you will receive instructions for submission of an application on esnaps, HUD's online application.

The following is the timeline for submission:

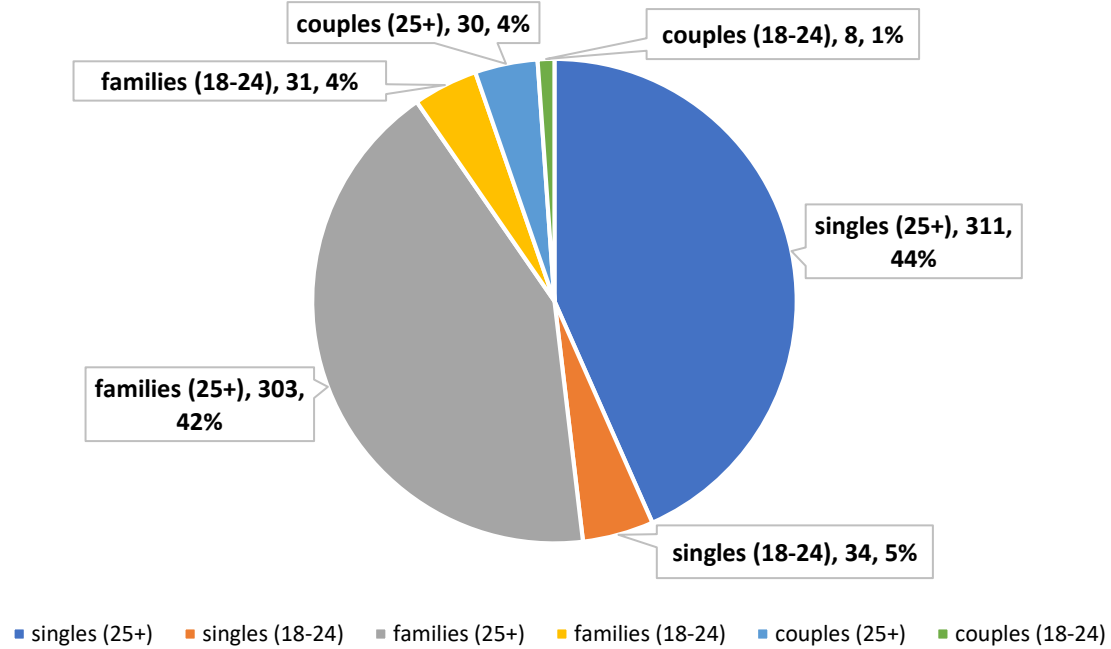
- **August 31:** Complete your application on esnaps and provide a pdf to Diana T. Myers and Associates, Inc. (DMA) at westerncoc@pennsylvaniacoc.org
- **September 5:** DMA will review your application and provide feedback
- **September 7:** FINAL completed application must be on esnaps

If I have questions about this who should I contact? Send an e-mail to westerncoc@pennsylvaniacoc.org and DMA will get back to you as quickly as possible.

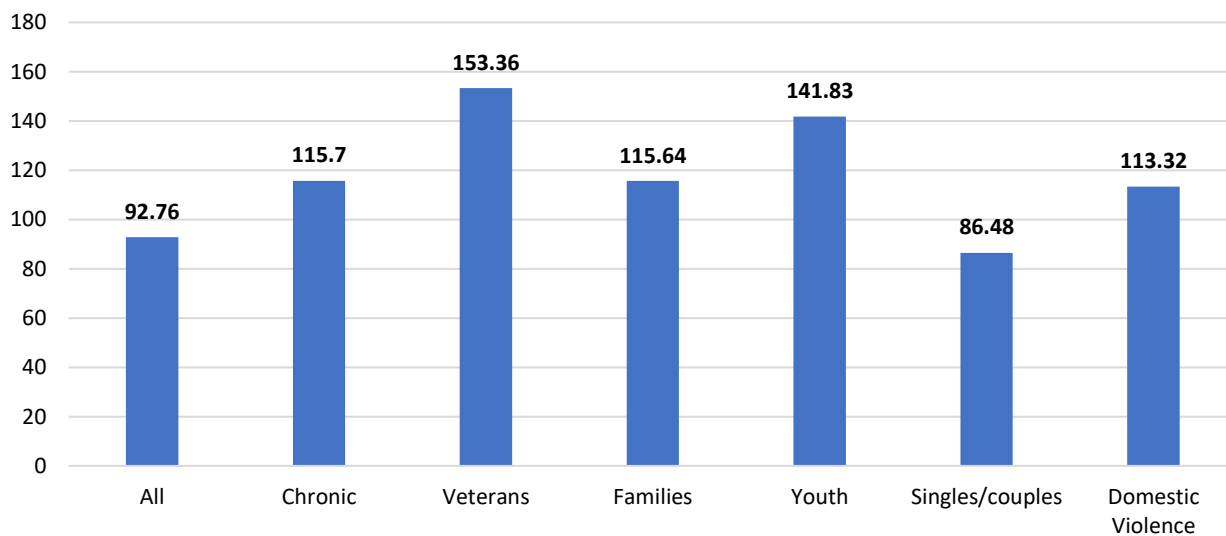
Summary of Western PA CoC's CE Prioritization List, data pulled 7/26/18

The following data is specific to households with a "status" of new or reviewed

Western PA CoC: Persons on CE Prioritization List



Western PA CoC: Coordinated Entry Assessment Score



Summary of Western PA CoC's CE Prioritization List, data pulled 7/26/18

The following data is specific to households with a "status" of new or reviewed

<u>TOTAL HOUSEHOLDS</u> 464 Households with 717 people 345 single individuals 19 couples (38 people) 100 families with children (334 people)	<u>CE Score</u> Range = 0 to 265 Average = 92.76 Median = 90 <u>Distribution of CE Score:</u> 265 to 200 = 5 199 to 175 = 6 174 to 150 = 22 149 to 125 = 52 124 to 100 = 110 99 to 75 = 131 74 to 50 = 94 49 to 25 = 39 24 to 0 = 5
<u>CHRONIC</u> 15 households 14 singles, including 1 Veteran and 2 DV 1 family w/ 3 people <u>CE Score</u> Range = 75 to 170 Average = 115.7	<u>Placement desired:</u> 1 = all 20 counties (person was in Westmoreland) 1 = all SW counties (person was in Washington) 1 = Cameron, Clearfield, Elk, Jefferson, McKean (person was in Elk) 1 = Fayette, Greene, Washington, Westmoreland (person was in Washington) 1 = Lawrence and Washington (person was in Lawrence) Clarion = 2 Clearfield = 2 Fayette = 1 Forest = 1 Greene = 2 Lawrence = 1 Westmoreland = 1
<u>VETERANS</u> 11 households, all singles <u>CE Score</u> Range = 100 to 250 Average = 153.36	<u>Placement desired:</u> 1 = Armstrong, Indiana (person was in Armstrong) Butler = 3 Clearfield = 1 1 = Clearfield, Jefferson (person was in Clearfield) 1 = Crawford, Mercer, Venango (person was in Mercer) Forest = 1 Indiana = 1 Lawrence = 1 Washington = 1

<p><u>FAMILIES</u> 100 households with 334 people 55 families are fleeing DV</p>	<p><u>CE Score</u> Range = 30 to 265 Average (overall) = 115.64 Average score for families fleeing DV = 127.1 Average score for families NOT fleeing DV = 101.6</p>
<p><u>YOUTH</u> 48 households 34 singles 4 couples, with 8 people 10 families with 31 people</p>	<p><u>CE Score</u> Range = 70 to 265 Average = 141.83</p>
<p><u>SINGLES/COUPLES</u> 364 households with 383 people 345 singles, including 47 fleeing DV 19 couples with 38 people</p>	<p><u>CE Score</u> Range = 0 to 250 Average (overall) = 86.48 Average score for households fleeing DV = 97.17 Average score for households NOT fleeing DV = 84.89</p>