KTHA
LEVERAGING RESOURCES
EMPOWERING PARTNERS

Application for Funding
Homeless Housing, Assistance and Prevention
Round 3

I. Summary Project Information

A. Agency Information

Agency Legal Name: _____

Agency Address: _____

Primary Contact Person: _____ Title: _____

Telephone Number: _____ E-Mail Address: _____

Tax Identification #: _____ DUNS Number: _____

Preparer Name: _____ Title: _____

B. Project Component*
Check all eligible component(s) that this project will address:

☐ Rapid Rehousing ☐ Operating Subsidies ☐ Street Outreach ☐ Services Coordination ☐ System Supports

☐ Delivery of Permanent Housing ☐ Prevention and Shelter Diversion ☐ Interim Sheltering

☐ Other (please specify): _____

* Please review the HHAP 3 NOFA for a description of each eligible component.

C. Project Location

Project Name: _____

Project Address: _____

City: _____ Zip: _____

Do you have site control? ☐ Yes   ☐ No

If no, provide explanation in Section II(C) below.

D. Project Summary *[Create as Attachment I-D]*
Provide a summary of the project, being sure to cover the following areas: the community need that these services will address, the target population and core services delivered, the average number of core services a participant will receive, average length of time the participant will receive services and length of time the project has been in operation (*limit to 500 words).*

E. Project History
Has this project been funded by HUD, HCD, HCFC, or a local Jurisdiction before? ☐ Yes ☐ No

F. Encouraging Partnership *[Create as Attachment I-G]*
How will the proposed activity encourage new partnerships or use existing partnerships to complete the activity? If partnering, please indicate the organization(s) you are partnering with and their role *(limit 500 words).*

II. PROJECT DETAIL

A. Project Design *[Create as Attachment II-A]*
Describe the project design *(limit to 500 words):*

1) Anticipated length of project enrollment.

2) If applicable, what is a successful project exit? What will the participant be expected to achieve by receiving the services you propose?

3) Planned follow up (if any) of project exited participants.

B. Project Outreach *[Create as Attachment II-B]*
Describe the target population for this project *(limit to 500 words)*:

1) What outreach strategies are used to reach the target population?

2) How are participants referred into the program?

C. Project History and Readiness *[Create as Attachment II-C]*

Briefly describe the project history and any material changes *(limit to 500 words).*

1) If this project is new, or has been operating one year or less, please discuss its stage of project growth or readiness.

2) If this project has been operating longer than one year, describe any material changes that have affected the project along with associated impact(s) that have taken place over the past two years.

3) If the project is anticipated to materially expand or contract in size during the grant cycle (2022-2026) please describe changes to service levels and number of unduplicated participants to be served.

4) Please provide supporting documentation of Site Control. If the applicant does not yet have site control, please provide a detailed explanation of how and when site control will be secured.

D. **Mainstream Resources** *[Create as* Attachment *II-D]*
Describe how your agency would ensure that program participants are assisted in obtaining mainstream services and financial assistance, including housing, social services, employment, education, and youth programs for which participants may be eligible *(limit to 500 words)*.

E. **Racial Equity** *[Create as Attachment II-E]*
Describe how your agency would ensure that a prioritization will be placed on addressing the disproportionate impacts that homelessness has on communities of color, including Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities *(limit to 500 words)*.

F. **Institutional Departure to Homelessness** *[Create as Attachment II-F]*
Describe how the project will make progress in preventing exits to homelessness from institutional settings, including plans to leverage funding from mainstream systems for evidence-based housing and housing-based solutions to homelessness *(limit to 500 words)*.

G. **Project Outcomes** *[Create as Attachment II-G]*
Complete the Project Outcomes Matrix located in Exhibit A and include with the narratives below. Non-housing projects aren't subject to report Project Outcomes.

1) Describe the history your agency has in achieving the outcomes identified above (*limit to 250 words*).

2) Describe how your agency will evaluate this project's performance and make needed adjustments to service delivery. Be sure to note any participant involvement that is included in evaluating the services (*limit to 250 words*).

III.   PARTICIPANT INFORMATION

A. **Households Served**
Number of <u>Unduplicated Households</u> projected to be served by the project during each fiscal year of the grant periods.

Projected Number of Households To Be Served 7/1/2022-6/30/2023	Projected Number of Households To Be Served 7/1/2023-6/30/2024	Projected Number of Households To Be Served 7/1/2024-6/30/2025	Projected Number of Households To Be Served 7/1/2025-6/30/2026	Total Projected Number of Households Served
_____ Households	_____ Households	_____ Households	_____ Households	_____ Households

IV.   PROGRAM REQUIREMENTS
Limit each response below to 250 words.

A. Coordinated Entry *[Create as Attachment IV-A]*

Does your agency participate in Coordinated Entry (including making referrals to and accepting referrals from Coordinated Entry)? Please describe how.

B. HMIS

Does your agency contribute data to the HMIS (Homeless Management Information System)?

☐ Yes ☐ No

C. Housing First *[Create as Attachment IV-B]*

Does the agency or project utilize a Housing First Approach? Please describe how.

V.   PROJECT FINANCING AND BUDGET

A. Budget *[Create as Attachment V-A]*

Complete the Project Budget and Budget Narratives located in Budget Workbook and include with the narratives below.

B. Sustainability *[Create as Attachment V-B]*

Describe the plan for long-term financial sustainability for this project *(limit to 500 words)*.

VI. APPLICATION CERTIFICATION

I certify that:

1. To the best of my knowledge and belief, the information in this application is true and correct.

2. The undersigned is an authorized certifying official of the organization here represented and is authorized to submit this application on their behalf.

3. The organization responsible for carrying out the project activities under this proposal will comply with all applicable local and federal laws and regulations.

4. The organization will provide in a timely manner for citizen participation, public hearings, and access to information with respect to the proposed project/program.

Organization Name: _____

Certifying Official: _____

Title: _____

Signature: _____

Date: _____

EXHIBIT A: PROJECT OUTCOMES MATRIX

Goal	Systems	Outcome Calculations	Project Goal *Briefly describe how your project will work towards achievement of the specified Housing indicator.*	Program Outcome Targets
Housing Stability	PSH	The number of Stayers in the program PLUS the number of Leavers who exited to a permanent housing destination DIVIDED by the total number of Stayers and Leavers.		87% of persons will remain in the permanent housing program as of the end of the operating year or exit to permanent housing (subsidized or unsubsidized.
	RRH TH	Permanent housing placement is calculated by determining the number of Leavers who exited to a permanent housing destination DIVIDED by the total number of Leavers		65% of persons will exit to permanent housing (subsidized or unsubsidized) during the operating year.
Increased Income	PSH	The number of adults whose amount of cash income from any source remained the same or increased based on the person's income at intake and then at exit, or if they remained housed, at their most recent assessment DIVIDED by the total number of adult Leavers PLUS adult Stayers.		56% of persons age 18 and older will maintain or increase their total income (from all sources) as of the end of the operating year or program exit.
	RRH TH	The number of adults whose amount of case income from any source increased based on the person's income at intake and then at exit, or if they remained housed, at their most recent assessment DIVIDED by the total number of adult Leavers PLUS adult stayers.		56% of persons age 18 and older will increase their total income (from all sources) as of the end of the operating year or program exit.

Earned Income	PSH	The number of persons age 18 through 61 whose amount of earned income remained the same or increased based on the person's earned income at intake and then at exit, or if they remained housed, at their most recent assessment DIVIDED by the total number of Leavers PLUS Stayers (ages 18-61).		24% of persons age 18 through 61 will maintain or increase their earned income as of the end of the operating year or at program exit.
	RRH TH	The number of persons age 18 through 61 whose amount of earned income increased based on the person's earned income at intake and then at exit, or if they remained housed, at their most recent assessment DVIDIDED by the total number of Leavers PLUS Stayers (ages 18-61).		24% of persons age 18 through 61 will increase their earned income as of the end of the operating year or at program exit.
Bed Utilization	ES TH RRH PSH	Total number of bed nights DIVIDED by total number of nights in the month.		60% - ES 80% - TH 80% - RRH 95% - PSH
Average Length of Stay	ES	Exit Date (or report end date) MINUS Entry Date DIVIDED by number of clients served during the report period.		Currently tracked but not monitored.
Average Length of Participation	RRH HP	Exit Date (or report end date) MINUS Entry Date DIVIDED by number of clients served during the report period		Currently tracked but not monitored.
Households Served	ES TH PSH	The number of households served by the program (or system) during the report period.		Currently tracked but not monitored.

Newly Homeless	ES	The number of newly homeless[1] clients DIVIDED by the total number of clients served during the report period.		Currently tracked but not monitored.
Recidivism	ES TH RRH HP	The total # of recidivist clients[2] DIVIDED by the total number of clients served during the report period.		Currently tracked but not monitored.

[1] Newly homeless is defined as the number of persons that entered the emergency shelter during the report period that have not been served by other programs in the HMIS as of 7/01/2013.

[2] A recidivist client is defined as one that exits a system with a successful outcome (specific to that system) and re-enters the system within one year after exit from the system.