VIRGINIA DHCD

VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Partners for Better Communities

Virginia Housing Trust Fund
Homeless Reduction Grant

How-to-Apply Webinar

Monday, November 9, 2020
10:00 - 11:30 AM

Partners for Better Communities

VIRGINIA DHCD

DHCD is committed to creating safe, affordable and prosperous communities to live, work and do business in Virginia.

Homeless and Special Needs Housing (HSNH) administers a continuum of state- and federally-funded homeless service programs to address housing and stabilization services for individuals and families at-risk of or experiencing homelessness in the commonwealth.

VIRGINIA
DHCD

- State Policy

- Federal Requirements

- Goals:
    - To reduce the length of homelessness
    - To reduce the number of new cases of homelessness
    - To reduce the number of individuals returning to homelessness

HSNH

HSNH administers three grant programs:

- Virginia Homeless Solutions Program (VHSP)
- Housing Opportunities for Persons With AIDS/HIV (HOPWA)
- Housing Trust Fund - Homeless Reduction Grant

*In response to COVID-19, HSNH developed and is currently administering COVID-19 related funding through the COVID Homeless Emergency Response Program (CHERP)

Partners for Better Communities

Funding Sources		
Name	Source	Amount
Virginia Homeless Solutions Program	82% State General Funds 18% HUD Emergency Solutions Grant	$15,372,069
Housing Opportunities for Person with AIDS/HIV (HOPWA)	Federal HUD Funds	$1,187,895
Housing Trust Fund - HRG	**State General Funds**	**$11,120,000***
	TOTAL	**$27,679,964***

Actual funding levels have not been determined at the writing of this document and could vary significantly from estimated amounts.

Partners for Better Communities

VIRGINIA DHCD

Virginia Housing Trust Fund

Intended to create and preserve affordable housing and to reduce homelessness in the commonwealth.

The Virginia Housing Trust Fund is a state appropriation.

- At least 60 percent of the Housing Trust Fund must be used for loans to reduce the cost of homeownership and rental housing.

- **Up to 40 percent may be used to provide grants for targeted efforts to reduce homelessness. Priority consideration will be given to efforts to reduce the number of homeless youth and families**.

VIRGINIA DHCD

HTF-HRG funding will support projects that are, or will be, a part of an effective **Emergency Crisis Response System**.

Emergency Crisis Response System: Aligns a community, its programs, and services around one common goal – to make homelessness rare, brief, and nonrecurring.

Goals:

1. **Identify** those experiencing homelessness

2. **Prevent** homelessness when possible

3. **Connect** people with housing quickly

4. **Provide** services when needed

VIRGINIA
DHCD

What is an emergency crisis response system?

Outreach

Coordinated Entry

Permanent Housing

Targeted Prevention

Emergency Shelter and Interim Housing

VIRGINIA DHCD

- Audits
- Participation in CoC/LPG
- Equal Access and Prohibited Inquiries
- Fair Housing
- Grievance and Termination Policies
- HMIS (or comparable system)
- Accounting Standards GAAP
- Conflicts of Interest
- **Grant program-specific requirements**

Partners for Better Communities

Homeless Reduction Grant Pool

- Deadline: 11:59PM on December 7, 2020
- All applications must be submitted through DHCD's CAMS online application system
- Applications will be evaluated as submitted

Eligible Applicants include:

- Units of local government

- Non-profit organizations

- Limited liability companies (LLC)

- Community housing development organization (CHDO)

VIRGINIA
DHCD

Applicant Requirements
- Registered Centralized Application and Management System (CAMS) profile
- Relationships between all partners involved in project must be clearly articulated
- No outstanding issues

Eligible Projects
- Rapid Re-housing
- Unaccompanied Homeless Youth Innovation Project
- Homeless Older Adults Innovation Project
- Permanent Supportive Housing for chronically homeless and most vulnerable (housing stabilization services and rental assistance)

Rapid Re-housing projects have three main components:

- Housing identification
- Case management and services
- Rental/move-in financial assistance

Unaccompanied Homeless Youth Innovation Project has four main components:

- Innovative project planning
- Youth Outreach/Engagement
- Housing solutions
- Housing-focused case management

Innovative Project Planning funds may be used to develop and/or pilot new models of assistance to best meet the needs of unaccompanied youth experiencing homelessness, including pregnant or parenting youth, where no member of the household is older than 24. All projects must be designed to meet the unique needs of the target population in their community. Eligible costs include:

- Coordination activities
- Project planning and design activities
- Consulting fees
- Project evaluation
- Training related to the pilot project.

VIRGINIA DHCD

Youth experiencing homelessness should be connected to appropriate and choice-driven service options and swiftly moved into time-limited or permanent or non-time-limited housing options. All services and housing options should be: individualized and tailored to the needs of each youth, trauma-informed, culturally and linguistically appropriate, and developmentally and age-appropriate. Unaccompanied Homeless Youth housing solutions include:

- Host homes
- Shared housing
- Rapid re-housing

Homeless Older Adults Innovation Project has three main components:

- Innovative project planning
- Housing solutions
- Housing-focused case management

Innovative Project Planning funds may be used to develop and/or pilot new models of assistance to best meet the needs of older adults experiencing homelessness. All projects must be designed to meet the unique needs of the target population in their community. Eligible costs include:

- Coordination activities
- Project planning and design activities
- Consulting fees
- Project evaluation
- Training related to the pilot project.

VIRGINIA DHCD

Older adults experiencing homelessness should be connected to appropriate and choice-driven service options and swiftly moved into time-limited or permanent or non-time-limited housing options. All services and housing options should be: individualized and tailored to the needs of each youth, trauma-informed, culturally and linguistically appropriate, and developmentally and age-appropriate. Older adults housing solutions include:

- Residential care homes
- Shared housing
- Rapid re-housing

VIRGINIA DHCD

Permanent supportive housing (PSH) for chronic homelessness is an evidence-based housing intervention that combines the following:
1.   Decent, safe, and affordable community-based housing;
2.   Non-time limited affordable housing assistance; and
3.   Wrap-around supportive services for individuals experiencing chronic homelessness

The goal of PSH is to assist households in achieving housing stability.

VIRGINIA DHCD

Key Outcomes and Objectives:

- Households served and length of assistance
- Percentage households stabilized in the permanent supportive housing project
- Percentage households exited to a permanent destination (efficacy of the grantee's Move On strategy)

PSH Grantee Requirements (refer to pg. 73 of guidelines)

Eligible expense types under HTF-HRG-PSH:
- Housing Stabilization Services
  - Conducting initial assessments
  - Counseling
  - Facilitating access to mainstream services and community-based supports
  - Monitoring and evaluating program participant progress
  - Coordination with and referrals to other providers
  - Developing individualized housing and service plans
- Rental assistance

Accessing HTF Application Instructions and Guidelines

1. Go to the DHCD website, www.dhcd.virginia.gov
2. Click on Access CAMS button in the upper right corner
3. Click Applications and Programs
4. Click Apply on the top menu
5. Select Housing Trust Fund – Homeless Reduction Grant Pool 2021 – HTF-HRG Permanent Supportive Housing Projects OR Housing Trust Fund – HTG-HRG Rapid Re-housing and Innovation Projects from the dropdown menu
6. Click Go
7. Click Apply

Partners for Better Communities

- All work in CAMS should be frequently saved
- Google Chrome is the recommended browser
- Work in MS Word and copy and paste into the CAMS text boxes
- The text box will only accommodate text responses. Graphic, tables, charts should not be pasted into the narrative section; instead, include the information in a separate attachment.
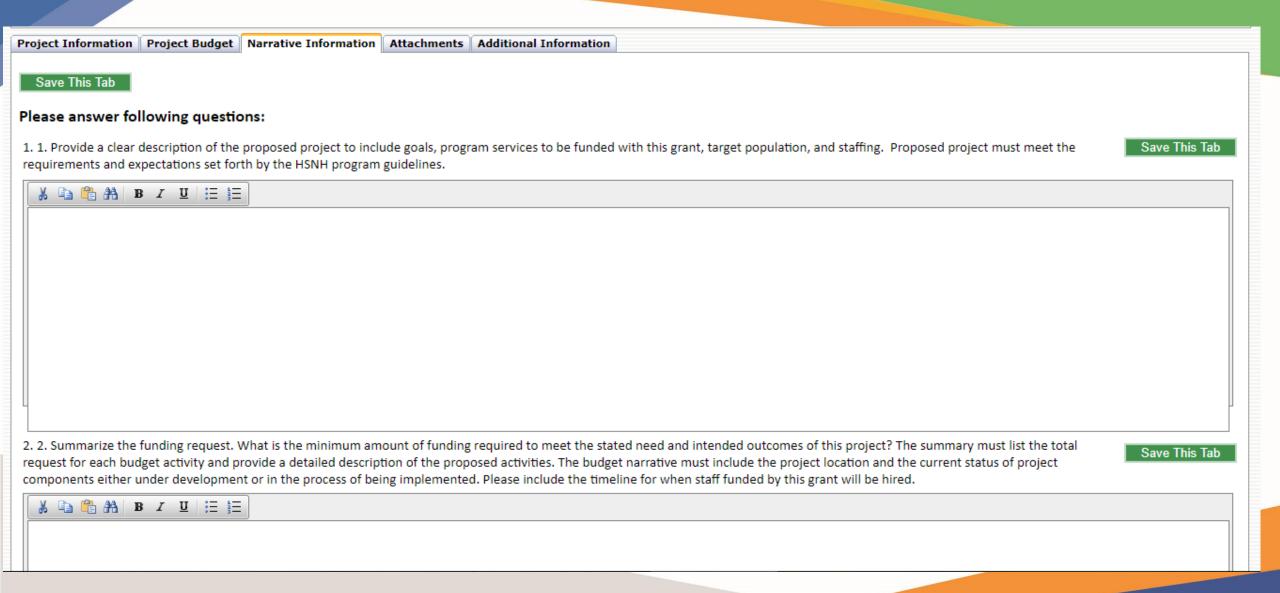
VIRGINIA DHCD

Project Information

| Project Information | **Project Budget** | Narrative Information | Attachments | Additional Information |

Save This Tab

Project Budget Information

Please enter your Total Request: $ `0.00`

Cost/Activity Category			DHCD Request	Other Funding	Total
⊞ **Rapid Re-housing**	✏ Add	✖ Delete	$0.00	$0.00	$0.00
⊞ **Planning**	✏ Add	✖ Delete	$0.00	$0.00	$0.00
⊞ **Outreach**	✏ Add	✖ Delete	$0.00	$0.00	$0.00
⊟ **Youth Innovative Housing Solutions**	✏ Add	✖ Delete	$0.00	$0.00	$0.00
☐ Host Homes ⌄			$ 0.00	$ 0.00	$0.00
☐ Rapid Re-housing ⌄			$ 0.00	$ 0.00	$0.00
☐ Shared Housing ⌄			$ 0.00	$ 0.00	$0.00
⊞ **Older Adults Innovative Housing Solutions**	✏ Add	✖ Delete	$0.00	$0.00	$0.00
TOTAL			$0.00	$0.00	$0.00

Budget Narrative:

DHCD

| Project Information | Project Budget | **Narrative Information** | Attachments | Additional Information |

Save This Tab

Please answer following questions:

1. 1. Provide a clear description of the proposed project to include goals, program services to be funded with this grant, target population, and staffing. Proposed project must meet the requirements and expectations set forth by the HSNH program guidelines.

Save This Tab

2. 2. Summarize the funding request. What is the minimum amount of funding required to meet the stated need and intended outcomes of this project? The summary must list the total request for each budget activity and provide a detailed description of the proposed activities. The budget narrative must include the project location and the current status of project components either under development or in the process of being implemented. Please include the timeline for when staff funded by this grant will be hired.

Save This Tab

Partners for Better Communities

| Project Information | Project Budget | Narrative Information | Attachments | Additional Information |

Save This Tab

Please submit/upload following required documents:

Certifications and Assurances
(Click HERE for template)

Choose File | No file chosen

Applicant Financials

Choose File | No file chosen

Letter of Support (signed by the CoC/LPG governing board chair)

Choose File | No file chosen

Homeless Services Flow Chart

Choose File | No file chosen

Job Descriptions (for projects proposing staff costs)

Choose File | No file chosen

MOUs (if applicable)

Choose File | No file chosen

Board of Directors (required for non-profits)

Choose File | No file chosen

Additional Attachments

Choose File | No file chosen

Additional Attachments

Choose File | No file chosen

VIRGINIA DHCD

- Certifications and Assurances – DHCD template provided

- Applicant Financials – Current and prior year organizational budgets to include revenue sources and expenses

- Letter of Support (Signed by CoC/LPG governing board chair) – Should include **detailed** responses to all four questions of Part 1

- Homeless Services Flow Chart – Approved by CoC/LPG

- Job Descriptions – For projects proposing staff costs

- Board of Directors – Non-profit applicants

- MOUs – if applicable

- Additional attachments – optional

Attachments required unless otherwise stated

Partners for Better Communities

VIRGINIA DHCD

- Multiple users can work on, edit, and review application materials

- CAMS will save the application as <u>Incomplete</u>

- Applicant may return repeatedly to CAMS to work on application

- Be sure all work on the application is saved in CAMS

- Once the application is submitted the status will change from Incomplete to <u>Pending</u>

VIRGINIA DHCD

- **Need**
- **Approach**
- **Local Coordination** (includes CoC/LPG Letter of Support)
- **Capacity**

VIRGINIA
DHCD

- All components of each question should be addressed in your response.

- Clearly describe the proposed project from the beginning of the application.

- Use reliable, relevant, and sufficient data to support your request.

- Connect the proposed project back to the CoC/LPG's plan through policy alignment and performance outcomes.

- Clearly describe how the project fits into the local crisis response system and is incorporated into the local coordinated assessment system.

- We want to know who is being served, how they will be served, and how your proposed project will help us end homelessness in Virginia.

VIRGINIA
DHCD

- December 7, 2020 – Housing Trust Fund Applications DUE: https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx

- November 18-20, 2020 – Virginia Governor's Housing Conference (GHC) – Virtual: https://https://www.vaghc.com/

- December 1-2, 2020- Pre-conference CoC/LPG meeting at the VA GHC: More information will be sent via email to CoC/LPG leads and current HSNH grantees.

VIRGINIA
DHCD

Application Questions:

Aaron Shoemaker

aaron.shoemaker@dhcd.virginia.gov

804-371-7119

Technical CAMS Questions:

CAMS Help Desk

CamsHelp@dhcd.virginia.gov

*Do not wait until the last minute – Resource Team is not available after business hours

Partners for Better Communities