

# Grand Rapids Area Coalition to End Homelessness

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## Funding Review Committee

April, 14, 2015

Members Present: Rebecca Rynbrandt (City of Wyoming), Laurie Craft (Grand Rapids Community Foundation), Karen Tjapkes (Legal Aid of West Michigan)

Non-Voting Meeting Participants: Tracie Coffman (ENTF), Jesica Vail (Coalition to End Homelessness), Betty Zylstra (The Salvation Army), Lauren Baker (The Salvation Army)

Regrets: Bob Wolf (network180), Heidi DeVries (Community Member), Jeff Hudson (Department of Human Services)

1. Welcome—Today's meeting is to determine the committee's recommendations for the new Child Protective Services Child Care Fund Housing Project.

2. Project Overview

The project came about from a collaborative effort of the housing and child welfare systems to prevent removal of children from their families solely due to housing issues. The County is entering into a contract directly with The Salvation Army for \$1 million over 18 months. The Salvation Army will retain 10% (\$100,000) to cover administrative and monitoring costs, as well as staffing to support intake and referrals for the project.

a. Guiding Principles were created for the project based from recommendations of CSH and US Interagency Council on Homelessness. These were listed in the project proposal that all applicants received in advance to writing their proposals.

b. Structure of Funds Available: Potential applicants were engaged as the project was created to give input to the cost of providing these services. These costs were used as a base that was then increased to account for additional time in the continuous quality improvement (CQI) process. Based on the unit costs (\$1,000 per rapid re-housing (RRH) household and \$600 per prevention household), there would be an estimated 105 RRH households served and 75 prevention households served and a total of \$150,000 going to case management/agency costs, \$750,000 for direct financial assistance to households.

3. Letter of Intent (LOI) Overview

a. Open to agencies able to provide the services and enter into HMIS. Only three agencies submitted an LOI: Community Rebuilders (for RRH and Prevention), ICCF (RRH only), Urban League (Prevention only). A chart was provided to the committee to break out the answers each organization provided that hit upon the areas listed in the Guiding Principles referenced above.

b. The Committee members reviewed the chart as well as each LOI.

4. Review Proposed Budgets

a. Agencies had asked to provide a budget of what they would be able to do with existing staff, and one with increasing staffing through these funds. Each agency only provided numbers using funding to increase current staffing levels. These costs and projected caseloads were also listed on the chart.

- b. Community Rebuilders estimated that they could serve all households with 2 additional RRH staff and 0.5 full time employee (FTE) for Prevention. They also proposed an alternative of taking half the RRH with all the Prevention cases (1.5 FTE added).
  - c. ICCF proposed either taking only 30 RRH households (28% of total) with a 0.5 FTE hired or taking all (105) with a 1.5 FTE increase.
  - d. Urban League proposed taking all Prevention cases with the addition of 1 FTE added.
  - e. Each of these configurations was discussed and the caseload size relative to staff requested.
5. Allocation Determination
- a. The committee discussed the pay increases over existing funding sources (City ESG) and the competition this may create in spend down. The committee felt there was strength in having both RRH and Prevention services within one organization in the cases where a household may have initially been assessed as needing prevention, but end up needing RRH. Additionally, the committee noted the strength of the LOI written by Community Rebuilders that stood out as exceptionally well done. The committee expressed a desire to engage more community organizations, but felt that might be better achieved in future rounds.
- MOTION by Rebecca Rynbrandt to award the \$150,000 in case management activities to Community Rebuilders, seconded by Laurie Craft, all three voting members were in favor, motion passed. Betty Zylstra, Lauren Baker, Tracie Coffman and staff abstained.
- b. Next steps: The committee's recommendation will go to the Kent County office and Coalition staff will wait for approval before notifying applicants.

Minutes submitted by Jesica Vail