



**2016 COC PROGRAM COMPETITION
RENEWAL PROJECT APPLICATION
HOUSING PROJECTS**

AGENCY PROFILE	
Legal Name of Agency	YWCA West Central Michigan
Project Name	Project HEAL
Contact Person	Tom Cottrell
Title	Vice President of Counseling Services
Address	25 Sheldon Blvd. SE, Grand Rapids, MI 49503
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Check one:

- Permanent Supportive Housing
- Rapid Re-Housing
- Transitional Housing

Authorized Representative: *I hereby certify that the information contained in this proposal is true and accurate. Any falsification of information will render the application void, and the application will not be accepted. This application has been reviewed and authorized for submission by the agency's board of directors as of the date indicated.*

Name: Tom Cottrell	Title: Vice President of Counseling Services
Date of Board Authorization:	
Date of Anticipated Board Authorization:	10/3/2016

All projects requesting renewal must demonstrate they have met minimum project eligibility, capacity, timeliness, and performance standards to be considered for funding.

GENERAL PROJECT INFORMATION

1. Provide a narrative describing how the project’s performance met the plans and goals established in the current project’s application the project’s performance in assisting program participants to achieve and maintain independent living, and record of success. (Include target populations and preferences as specified and/or allowed by the Notice of Funding Availability (NOFA) under which the project was initially funded.)

Project HEAL is a transitional housing program specifically designed to meet the needs of victims of domestic violence and their dependent children who are fleeing violence and have no realistic, safe alternative housing. The goal of the program is to exit survivor families into safe, sustainable permanent housing. HUD supports 19 units of transitional housing in Project HEAL. The Department of Justice and the Michigan Domestic and Sexual Violence Prevention and Treatment Board (TANF funds) support an addition 19 units. The transitional housing service, by definition, can be provided for up to two years when necessary, but the program typically has an engagement period with residents of nine months on average, with exits to permanent housing achieved by 84% of the participants.

HUD identifies in the 2016 NOFA, and best practice indicates, that transitional housing often may be the service of choice for families fleeing violence. Notably, the complete lack of resources, symptoms of trauma associated with assault, ongoing stalking and threats of harm by the assailant, ongoing legal issues, child welfare involvement, mental health concerns, physical injury, lack of (or rejection by) informal supports and children affected by being immersed in a violent environment, individually and in combination, pose significant challenges to survivors in identifying and securing housing on their own and in getting and maintaining income that allows that housing to be sustainable.

The intensive case management, longer service periods and flexibility of locations (residents can move from one unit to another within the program when safety requires) provided by Project HEAL have evolved to address the barriers to housing faced by survivors of domestic violence in our community. Most applicants for Project HEAL come from either the YWCA domestic violence emergency shelter, Sojourner House, or from Safe Haven Ministries, the other domestic violence shelter in our community. The Hispanic Center of Western Michigan, Justice for Our Neighbors and other programs that directly interface with survivors fleeing violence also make referrals to the program.

The HUD portion of Project HEAL served 43 households in 2015 with 27 exits. Project HEAL objectives, as outlined in the last e-snaps application, were met or exceeded on all measures: 84% (target 77%) of households exited to permanent housing, 56% (targeting 40%) of exiting households increased earned income and 63% (targeting 63%)of households had increased overall income at exit.

2. Has the project had any significant changes since the last funding approval (HUD FY 2015),

Yes if “yes” complete the chart below to indicate the change.

Check change type		Previous	New
<input type="checkbox"/>	Decrease in the number of persons served		
<input type="checkbox"/>	Change in number of units		

<input type="checkbox"/>	Change in project site location		
<input type="checkbox"/>	Change in target population		
<input type="checkbox"/>	Change in component type		
<input type="checkbox"/>	Change in grantee/applicant		
<input checked="" type="checkbox"/>	Line item or cost category budget changes more than 10%	Leasing = \$155,952, Support Ser= \$166,659, Operations= \$50,879	Leasing = \$167,490, Support Ser= \$170,000, Operations= \$36,000
<input type="checkbox"/>	Other: Click here to enter text.		
If change was made include as many of the following that apply as attachments to your application:			
Attached (check)			
<input checked="" type="checkbox"/>	Attachment: Written communication to HUD requesting the significant change		
<input type="checkbox"/>	Attachment: HUD's written approval of the change requested		
<input checked="" type="checkbox"/>	N/A: HUD has not yet provided written approval of the requested change		

SECTION I: CoC Priority Populations

3. What percentage of the households served were chronically homeless? (HMIS Report)

For last year (2015) Project HEAL served only one survivor (2% of total) who was chronically homeless. All other survivors did not meet at least one of the chronically homeless criteria of disability or length/frequency of homelessness.

4. What percentage of the households included at least one Veteran? (APR 21)

Project HEAL did not serve any Veterans last year.

5. What percentage of the households were headed by a youth aged 18-24? (APR 16)

7% of households in 2015, in the HUD-funded portion of Project Heal, were headed by an adult 24 years of age or younger. Considering the entire population serviced by Project HEAL (all funded units) 25% of households were headed by youth.

6. What percentage of the households served were families with children? (APR 9)

93% of households served were families with children.

7. What percentage of the households served had experienced domestic violence? (APR 19.a.)

100% --- Project HEAL only serves survivors, and their children, fleeing domestic violence.

Low Barrier and Housing First

8. Low Barrier

Does the project ensure that participants are NOT screened out (or denied project entry) due to the following:	
Having too little or not enough income	Yes
Active substance use or history of substance abuse	Yes
Having a criminal record (other than for state-mandated restrictions)	Yes
Domestic violence (requiring survivor to take specific actions or demonstrate distance from assailant)	Yes

9. Housing First

In addition to the answers above, a project must also answer affirmatively to the following questions to qualify as Housing First.

Does the project work to ensure that participants are NOT terminated from the program due to the following:	
Failure to participate in supportive services	Yes
Failure to make progress on a service plan	Yes
Loss of income or failure to improve income	Yes
Being a victim of domestic violence	Yes
Any other activity not typically covered in a lease agreement typically found in the project's geographic area.	Yes
Does the project quickly move participants into permanent housing?	No

Section II: HUD Priorities

Permanent Housing

10. Is this a permanent housing (PH) project that is requesting funds for housing (i.e. rental assistance or leasing funds)? **No**

11. a. Total request for housing activities (leased units, leased structures, and/or rental assistance):
Project HEAL commits to having 19 active transitional housing units. Depending on the amount clients contribute to their own rent, assessed at 30% of income, 20-22 units actually may be active. (As client-contributed rent increases, there is the ability to expend grant funds on more units.) Leasing amount in the HUD budget is \$167,490
- b. Total award (support services, operating cost, etc) plus administrative costs requested (not including match): \$399,368
- c. Percentage of total budget devoted to housing activities (10.a. ÷ 10.b.): 42%

Prioritization of Chronic Homelessness in PSH—Questions 10 and 11 are for Permanent Supportive Housing Projects Only

12. Will the organization adopt the HUD CPD Notice on Prioritization? **No**

13. a. Is the project dedicated to chronic homelessness in 100% of its units? **No**

b. What percentage of the project’s non-dedicated beds are prioritized for chronically homeless participants?

Although Project HEAL may occasionally serve families that are chronically homeless, program participants within our target population of domestic violence survivors rarely qualify. Although the YWCA endorses the community as a whole adopting the HUD CPD Notice of Prioritization for PSH, we are unable to do this specifically for our Project HEAL program, as we are not a PSH and have a very specific target population.

Targeting Hard to Serve Populations

14. What percentage of participants had:

a. One(1) or more physical or mental health conditions known at entry *(APR 18.b. add totals for one, two and three or more conditions then divide by total)*:

Only 5% of survivors served would qualify for physical or mental health conditions that would be considered permanently disabling. Most mental health and physical challenges that survivors struggle with are related to the violence they experience (trauma symptoms, depression, anxiety disorders, physical injuries). These challenges contribute to this being a hard to serve population as these struggles clearly impact the immediate ability to get and maintain both housing and employment. But, these conditions generally do not qualify as permanently disabling and their intensity is transitory when addressed through the intensive case management provided by the program, including linkages to external mental health services. The YWCA is fortunate to have trauma specialist within the organization’s counseling program that can provide mainstream-funded mental health services, without HUD grant funding.

b. Two (2) or more physical or mental health conditions known at entry *(APR 18.b. add totals in two and three or more conditions divided by total)*:

0%

c. Three (3) or more physical or mental health conditions known at entry *(APR 18.b. total in three or more conditions divided by total)*:

0%

15. What percentage of the adults served had less than \$500 income a month at entry? *(APR 23. Add values for No Income through \$251-\$500 and divide by Total in last row)*:

Approximately 63% of households entering the income that is less than \$500/month.

Impact on Homelessness

16. Please evaluate how the project would impact homelessness in the CoC if it were not awarded funding through this competition.

<input checked="" type="checkbox"/>	The project would close and (22 households) comprised of 62 individuals would immediately become homeless if it were to not be funded.
<input type="checkbox"/>	Loss of funding would result in loss of housing options and could mean eventual displacement or increase in homelessness.

<input type="checkbox"/>	Loss of funding would negatively impact services and resources but not a clear loss of housing options.
<input type="checkbox"/>	Loss of funding would minimally impact the number of housing options or resources available.

Section IV. Project Performance

Performance Data

17. What is the project's utilization rate? (*Quarterly Point-in-Time Counts in APR 9. New Projects will only use average of last two quarters in the operating year.*)

Utilization rate of housing units is 119% -- (note that the DV-specific APR has this as questions #10 and #11—see explanation for greater than 100% utilization in question 11.a.)

18. Did 100% of project head of households enter from an eligible homeless situation? (*APR 20.a.1-3*)

Yes, most households come from domestic violence shelters, some flee directly into transitional housing.

19. What percentage of project Leavers exited to a known destination? (*APR 29.a.1-2 ÷ Total Leavers APR 7.*)

95% of leavers exited to a known destination.

20. What percentage of program participants exited to a permanent housing destination?

84% exited the HUD-funded portion of Project HEAL into permanent housing. It should be noted that this percentage reflects survivors as not moving into permanent housing when they exited a HUD-funded unit and moved to another Project HEAL unit, supported by another funder, for safety reasons. These survivors, for APR purposes and this application, are not considered to have exited the HUD project into permanent housing, even though they eventually did exit the overall Project HEAL program into safe permanent housing. The advantage of scattered site transitional housing is that survivors in danger, when found by their assailants, can easily be moved to another apartment within the program, in that they do not hold their own lease and are not obligated financially to a particular landlord. Unfortunately, this sort of move, negatively impacts report numbers to any single funder as it appears that participants are exiting a funder's unit into more transitional housing, when in reality, they are merely moving around within a single program for safety reasons.

21. All Projects: What percentage of project leavers had increased earned income at project exit? (*APR 24.b.2.total / 7. Total Leavers*)

44% had increased earned income at the point of exit. (again note that the DV APR has a different number for this question)

22. All Projects: What percentage of project leavers were receiving mainstream benefits at project exit? (*APR 26.a.2. total / 7. Total Leavers*)

73% of leavers were utilizing mainstream benefits at exit.

23. PSH Projects Only: What percentage of participants leaving project remained in the project 6 months or longer? (APR 27)

na

HMIS Participation

24. Within HMIS, what is the number of Universal Data Elements (UDE) with 5% or more null or missing values?

The YWCA, as a Federally Funded domestic violence service provider, is disallowed through Federal Statute (the Violence Against Women Act) to contribute any client information to a shared data base such as HMIS. From our internal data base, we can provide most information (de-identified, aggregate) that is needed by the CoC to round out the community profile by including DV statistics, when requested.

Efficient Use of Funding

25. Expenditure of Funds: Use last completed HUD FY year. Projects that have not completed a grant year should not answer.

a. Total amount awarded	\$399,368
b. Total amount spent	\$399,368
c. Percentage spent Divide answer b. by answer a.	100%

HUD Monitoring

26. a. Is the recipient free of HUD monitoring findings for all the agency's projects? **Yes**

If no, explain below findings in detail for the Funding Review Panel. Include details on the nature of the finding, resolution and corrective actions taken, if any.

na

b. Has your organization been monitored by HUD in the past three (3) years? **No**

If yes, include as attachments: Monitoring report from HUD, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.

If no, provide most recent monitoring by an entity other than HUD for federal or state funding (ESG, CDBG, etc) and include as attachments: Monitoring report, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.

Financial Information

27. What is the percent of leveraging funds of the total requested funds? 86%

Complete Leveraging worksheet, Attachment A.

PROJECT BUDGET

Activity	Requested Funds	% of Requested Funds	Other Funding	Total Project Cost
Acquisition	0	%	0	
New Construction	0	%	0	
Rehabilitation	0	%	0	
Leasing	167,490	42 %	\$168,988	\$336,478
Rental Assistance	0	%		
Supportive Services	170,000	42.5 %	\$130,002	\$300,002
Operating Costs	36,000	9 %	\$4,943	\$40,943
HMIS		%		
Project Administration (limited to 7%)	25,878	6.5 %	\$41,120	\$66,998
Total Project Cost	399,368		\$345,053	\$744,421

Attachment A

Identify all match and leveraging funds. Only those dollars or non-cash contributions (in-kind) that directly support the project should be listed. This may include federal, state, or local government funds, private funds, grants, and/or other sources, including donations. Worksheet should reflect information in eSnaps application.

Resource	Cash or In Kind	Committed or Planned/Pending	Available (MM/YY)	Amount/ Value	% of HUD Project Award	Serves as CoC Program Match? (Y/N)
HUD	Cash	Planned/Pending	12/16	\$399,368	100%	No
United Way	Cash	Committed	07/16	\$15,652	3.9%	No
Foundations/Contributions	Cash	Planned/Pending	12/16	\$1,500	0.4%	No
DOJ/OVW (multi-year contract)	Cash	Committed	10/16	\$95,514	24%	Yes
MDSVPTB (multi-year contract)	Cash	Committed	10/16	\$214,737	54%	Yes
	Cash/Kind	C/PP	MM/YY		%	Yes/No
Program Fees	Cash	Planned/Pending	12/16	\$17,650	4%	Yes
	Cash/Kind	C/PP	MM/YY		%.	Yes/No
Total leveraged from other sources				\$345,053	86%	

Attach additional forms as necessary

Attachment B

Attachments listed below are required but unscored. Failure to include any documentation that is required may result in application being out of the competition.

All projects must include:

Annual Progress Report (APR) for the project's most recent completed contract year. (If a full year has not yet been completed for the project, attach an APR with an end date of 6/25/2015) Other structured outcome report for non-HMIS participating agencies are allowed (i.e. domestic violence agencies).

Line of Credit Control System (LOCCS) report showing drawdowns and final balance

Project Application submitted in *e-snaps*

Each applicant must include one of the following two:

Monitoring report from US Department of Housing and Urban Development (HUD)

Monitoring report from an entity other than HUD for federal or state funding (ESG, CDBG, etc)

If relevant include:

Organization's response to any findings

Documentation from HUD (or other entity) that finding or concern has been satisfied

Any other relevant documentation

Written communication to HUD requesting the significant change indicated in question 2.

HUD's written approval of the change requested in question 2.

Attachment C

HUD General Section Certificates

The agency certifies to the Grand Rapids Area Coalition to End Homelessness that it and its principals are in compliance with the following requirements as indicated by checking the box.

- Fair Housing and Equal Opportunity*. See CFR 578.93 for specific requirements related to Fair Housing and Equal Opportunity.
- Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity*. See the Federal Register dated February 1, 2012, Docket No. FR 5359-F-02 and Section VI.B.2. of the General Section.
- Debarment and Suspension*. See Section III.C.4.c. of the FY 2015 General Section. Additionally, it is the responsibility of the recipient to ensure that all subrecipients are not debarred or suspended. (24 CFR 578.23((3)(c)(4)(v).d. Delinquent Federal Debts. See Section III.C.4.a. of the FY 2013 General Section.
- Compliance with Fair Housing and Civil Rights*. See Section III.C.3.a. of the FY 2015 General Section.
- Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency (LEP)*. See Section III.C.3.d. of the FY 2015 General Section.
- Economic Opportunities for Low- and Very Low-income Persons (Section 3)*. See Section III.C.3.c. of the FY 2015 General Section.
- Real Property Acquisition and Relocation*. See Section VI.B.4. of the FY 2015 General Section.
- Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct*. See Section III.C.3.f. of the FY 2015 General Section.
- Prohibition Against Lobbying Activities*. See Section III.C.3.h. of the FY 2015 General Section.
- Participation in HUD-Sponsored Program Evaluation*. See Section VI.B.6. of the FY 2015 General Section.
- Environmental Requirements*. Notwithstanding provisions at 24 CFR 578.31 and 24 CFR 578.99(a) of the CoC Program interim rule, and in accordance with Section 100261(3) of MAP-21 (Pub. L. 112-141, 126 Stat. 405), activities under this NOFA are subject to environmental review by a responsible entity under HUD regulations at 24 CFR part 58.
- Drug-Free Workplace*. See Section VI.B.9. of the FY 2015 General Section. n. Safeguarding Resident/Client Files. See Section VI.B.10 of the FY 2015 General Section.
- Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 209-282) (Transparency Act), as amended*. See Section VI.B.11. of the FY 2015 General Section.
- Lead-Based Paint Requirements*. For housing constructed before 1978 (with certain statutory and regulatory exceptions), CoC Program recipients must comply with the requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801, et seq.), as amended by the Residential Lead-Based

Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851, et seq.); and implementing regulations of HUD, at 24 CFR part 35; the Environmental Protection Agency (EPA) at 40 CFR part 745, or State/Tribal lead rules implemented under EPA authorization; and the Occupational Safety and Health Administration at 29 CFR 1926.62 and 29 CFR 1910.1025.

Attestation that all attachments as required by HUD are uploaded in *e-snaps*. See Notice of Funding Availability for the 2015 Continuum of Care Program Competition FR-5900-N-25; Section VI. C. 2.

This list is not exhaustive of all HUD requirements. Applicants are encouraged to review the 2015 General Section, found at:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail/2015gensec to ensure eligibility.

Agency: YWCA West Central Michigan

Acknowledged By: Tom Cottrell

Title: Vice President of Counseling Services

Date: 7/13/2016