



**FY2021 HUD COC PROGRAM COMPETITION  
NEW/BONUS PROJECT APPLICATION – PSH/RRH/TH-RRH ONLY**

AGENCY PROFILE	
Legal Name of Agency	Inner City Christian Federation
Project Name	FY 2021PSH- 435 LaGrave and 501 Eastern
Contact Person	Berniz Constanza Terpstra
Title	Vice President of Housing and Family Services
Address	415 Franklin Street SE, Suite 100 Grand Rapids, MI 40507
Email	bterpstra@iccf.org
Phone	616-336-9333 ext 303

Check one:

- Permanent Supportive Housing for Chronically Homeless
- Rapid Re-Housing
- Joint Transitional Housing /Rapid Re-Housing (Limited to DV Bonus)

Check one:

- General Bonus Project
- Domestic Violence Bonus Project
- Transition
- Expansion (must complete Renewal Project Application in addition)

*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: Ryan Verwys	Title: President/CEO
Date of Board/Local Planning Body Authorization:	
Date of Anticipated Board/Local Planning Body Authorization:	10/16/21

## **ELIGIBILITY THRESHOLDS**

Basic HUD Eligibility Thresholds must be satisfied before the CoC may consider a new or bonus project application for funding.

1. Please indicate by checking the boxes if the agency has any of the following:

a. Outstanding obligation to HUD that is in arrears for which a payment schedule has not been agreed upon;

Yes  No If yes, please explain:

b. Debarments and/or Suspensions- In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the federal government;

Yes  No If yes, please explain:

c. Unresolved monitoring findings or outstanding (agency or HUD) audit findings;

Yes  No If yes, please explain:

d. Inadequate financial management or accounting practices within the past three years;

Yes  No If yes, please explain:

e. Evidence of untimely expenditures on prior award;

Yes  No If yes, please explain:

f. Major capacity issues that have significantly impacted the operation of a project and its performance within the past three years;

Yes  No If yes, please explain:

g. Issues impacting the timeliness in reimbursing subrecipients for eligible costs;

Yes  No If yes, please explain:

h. Served ineligible persons, expended funds on ineligible costs, or failed to expend funds within statutorily established timeframes within the past three years;

Yes  No If yes, please explain:

2. Does applicant have a financial management system that meets federal standards as described at 2 CFR 200.302?

Yes  No Please describe:

*The Vice President of Finance, who has a CPA, supervises all financial functions and handles operational budgets, financial statements, project financing, investments, net asset allocations and cash flow management. The Controller is responsible for the general ledger, accounts receivable, audit preparation, payroll/benefits, and fixed assets. The department also includes an Accounts Payable Analyst, a Revenue Accountant (works on accounts receivable), and Accounting Assistant (assists with accounts payable, audit needs, and administration). Activities of the Finance Department are reported to the Audit/Investment Committee of the Board on a monthly basis and are reviewed quarterly by the full Board. The Audit/Investment Committee is chaired by the Board Treasurer and several members work in the accounting or financial industry. ICCF's finances are audited by an independent professional auditing firm annually.*

*Bethany's CCT is supported by major departments (HR, IT, payroll, finance, etc.) at the National Headquarters located in Grand Rapids, Michigan. The Michigan Branch of Bethany Christian Services is overseen by a Board of Directors, and President. Specifically, Bethany's CCT is led by a Branch Director who is responsible for overall administrative and financial management. Direct reports are the Program and Operations Directors. Financial services are staffed by a team of 22 professionals led by a Chief Financial Officer. Bethany's accounting system ensures federal funds are not commingled or supplanting other funding sources. Monthly financial reports are distributed to leadership staff for monitoring. A robust external audit takes place annually with Government Auditing Standards (per U.S. Comptroller General).*

3. Does the agency employ or contract services of an accountant who is familiar with Generally Accepted Accounting Principles (GAAP)?

Yes  No

4. Does the agency obtain an annual audit by an independent certified public accountant?

Yes  No

5. Has your organization been monitored by HUD in the past three (3) years?  Yes  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,** reference 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 entity that finding or concern has been satisfied, and any other relevant documentation.

6. Does the project commit to taking all referrals through the community's Coordinated Entry process?

Yes  No

**All projects must include as attachments (please submit each document as a separate attachment numbered as follows):**

#1: Proof of 501(c)3 status from the IRS

#2: Financial statements, including cash flow statement

- #3: Non-profit Corporation Update (2013) or equivalent
- #4: DUNS number and Standard Form 424 (SF-424)
- #5: Active registration in SAM
- #6: Most recent audit by an independent certified public accountant
- #7: Monitoring report by HUD or other federal or state funding entity, including any responses if there were findings noted in the report
- #8: Documentation of all match
- #9 Project Application in e-Snaps
- #10 Preliminary Rendering and Site Plan (if applicable)

**PROJECT QUALITY THRESHOLD**

**For Permanent Supportive Housing and Rapid Re-Housing Projects**

New permanent housing projects must receive at least 3 out of the 4 points available for this project type to be considered.

<b><u>Criteria</u></b>	<b><u>Does the proposed project meet these criteria?</u></b>
The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**For Joint Transitional Housing and Rapid Re-Housing Projects**

New Joint TH and PH-RRH component project applications must receive at least 4 out of 6 points available for this project type to be considered.

<u>Criteria</u>	<u>Does the proposed project meet these criteria?</u>
The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).	<input type="checkbox"/> Yes <input type="checkbox"/> No
The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid rehousing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).	<input type="checkbox"/> Yes <input type="checkbox"/> No
Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).	<input type="checkbox"/> Yes <input type="checkbox"/> No
The project adheres to a housing first model as defined in Section III.B.2.o of this NOFO.	<input type="checkbox"/> Yes <input type="checkbox"/> No

## NEW AND BONUS PROJECT APPLICATION – PSH/RRH/TH-RRH ONLY

See scorecard for scoring criteria in each question.

### **I. PROJECT OVERVIEW**

Please check the proposed focus population from the options below.

Chronically homeless	<input checked="" type="checkbox"/>	Families	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	Youth (18-24)	<input checked="" type="checkbox"/>
Domestic Violence	<input type="checkbox"/>		

Scope of Proposed Project		Proposed Households Served	
Total units	23	Households with at least one adult and one child	17
Total beds	42	Adult households without children	6

1.a. Provide a description that addresses the entire scope of the proposed project. (Include focus population(s), the plan for addressing identified needs/issues of the identified focus population, projected outcomes, and how the project type, scale and location of housing and support services fit the needs of the identified focus population.) (1,000 word limit)

*The project is specifically focused on chronically homeless youth ages 18-24 living in Kent County, including their own children when applicable. The project is designed to meet a need for youth who are exiting the foster care system or other housing circumstances that do not provide long-term stability. This project will be implemented at two ICCF-developed multifamily buildings, located at 435 LaGrave (24 total units, including 6 PSH units) and 501 Eastern (65 total units, including 17 PSH units). Both developments are in the city of Grand Rapids. In addition to the PSH units, the majority of units at each location will be designated as affordable and/or workforce housing, with a small number leased at market rate. The developments are intentionally designed to welcome a diverse community in regards to income, background, housing experience, age, and occupation. PSH participants will be able to live independently as part of this larger community, with full supportive services from ICCF and partners. ICCF has hired one Community Connector to live at each building and connect neighbors and build community (both PSH and overall residents). The downtown-area 24-unit building at 435 LaGrave was completed in the fall of 2017 with financing through a combination of grants, loans, tax credits, and other gifts. A ribbon-cutting was held on October 19, 2017, attended by ICCF leadership, the mayor of Grand Rapids, and other stakeholders from around the community. The building provides our region's first 6 PSH apartments for youth aging out of foster care or from other unstable housing, in a non-institutional diverse neighborhood setting with appropriate onsite support services. 435 LaGrave was awarded LEED Gold certification. The 65-unit building at 501 Eastern was completed in February of 2020 and has reached full occupancy. This development has been financed through a similar combination of public and private funds. This building replaces several dilapidated and underused structures in a historic neighborhood that has been experiencing displacement and housing pressure, and is intended to preserve affordable housing for neighborhood residents. 501 Eastern is expected to achieve LEED Silver*

*certification. Support services is provided to all youth PSH residents by ICCF's Resident Engagement Team. This staff group was initiated in late 2017 in order to provide personal, effective support to all residents of ICCF properties, especially those with individualized needs like the PSH participants. Our primary partner in this project will be Bethany Christian Services' Center for Community Transformation (Bethany's CCT), an organization focused on sustainably promoting housing, employment, opportunity, and community development. Case management will be conducted by both ICCF and Bethany's CCT.*

- 1.b. Describe the plan to assist participants in securing and maintaining permanent housing that is safe, affordable, accessible, and acceptable to their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing). (500 word limit)

*This project will provide 23 units of affordable housing to youth ages 18-24; each unit allows for an additional child in each unit, with a maximum of 42 people housed. Each youth head of household may or may not have a child. Per CSH Guidelines, PSH supportive services include: - Proactively engages members of the tenant household in a flexible and comprehensive array of supportive services, without requiring participation in services as a condition of ongoing tenancy - Effectively coordinates with key partners to address issues resulting from substance use, mental health and other crises, with a focus on fostering housing stability - Supports tenants in connecting with community-based resources and activities, interacting with diverse individuals including those without disabilities, and building strong social support networks.*

- 1.c. Describe how participants will be assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply to maximize their ability to live independently. (500 word limit)

*Bethany Christian Services' Center for Community Transformation has staff who specialize in employment skills and maintaining meaningful employment, and will work on these skills with our PSH participants. Goals for support services include: 1. Tenants Stay Housed Supportive housing is designed to break a cycle of housing instability for tenants and ensure they remain in permanent housing. - Tenants stay in permanent housing. This is inclusive of tenants who exit supportive housing to other permanent housing. 2. Tenants Improve Their Physical and Mental Health Supportive housing and associated services help tenants to access needed physical and mental health care and improve their health status. - Tenants promptly receive any needed medical care, including preventive care. - Tenants promptly receive any needed mental health care. - Tenants with mental health challenges report progress toward recovery since entering supportive housing. - Tenants strongly agree: "Staff helped me obtain information I needed so that I could take charge of managing my illness." 3. Tenants Increase Their Income and Employment Tenants increase their income in supportive housing by obtaining benefits and/or employment. In cases in which tenants are already employed or receiving all benefits for which they are eligible, they maintain their income. - Tenants who have been in supportive housing for one year or more have increased their income. - Tenants who enter supportive housing with income and/or employment have maintained it. - Tenants who express a desire to work are supported and ultimately, successfully employed. 4. Tenants Are Satisfied With the Services and Housing Tenant satisfaction is an important outcome that ultimately affects the quality of life for tenants and the ability of supportive housing projects to help tenants achieve housing stability. - Tenants are satisfied with their housing. - Tenants are satisfied with the services available to them. 5. Tenants Have Social and Community Connections Supportive housing helps tenants to develop*



*connections to their community and build social support networks. - Tenants are active community members who choose to participate in organizations such as faith communities and peer associations, and/or in activities such as volunteering, voting, community gardens or block parties. - Tenants report a strong social support network.*

2. Describe how the project aligns with the objectives and goals outlined in the [CoC Compass](#). (500 word Limit)

*The project aligns with the CoC Compass mission to make homelessness “rare, brief, and non-recurring throughout Kent County” by working with chronically homeless individuals in the county to immediately house them (“rare, brief”) and provide the education, skills, and support so that they are equipped to have stable housing for life (“non-recurring”). The project aligns with the beliefs laid out in the CoC Compass through emphasizing engagement, relationships, equity, and no pre-conditions to housing. Our resources (people, infrastructure, data, partners, funding) and our activities (counseling, case management, data management, property care) are utilized in service of outcomes including those laid out in the Compass: preventing homelessness, bringing more individuals and families into secure housing, reducing recurrence of homelessness, and having equity central to all goals.*

## **II. EXPERIENCE**

3. Describe the experience of the applicant and sub-applicants in working with the proposed focus population and in providing housing similar to that proposed in the application. (500 word limit)

*ICCF has been in the affordable housing field since 1974 and has extensive experience building and renovating many types of housing including single family homes, clustered apartments, and scattered site developments. Currently ICCF has five major mixed-use, mixed-income developments under construction or planned (including 501 Eastern). Since 1990, ICCF has also operated Family Haven, an emergency homeless shelter designed to keep families together in six fully furnished apartments. Through its partnerships with Bethany Christian Services, 3:11 Youth Housing, and others, ICCF has been able to effectively meet immediate and long-term housing needs of youth ages 18-24 and their children/families. Bethany Christian Services' Grand Rapids Branch Office and Center for Community Transformation have successfully helped youth in employment, job skills, and economic opportunity for years. Bethany has been awarded federal funds as a primary or sub-applicant in 40 federal grants over the past 28 years and has effectively expended funds and met grant objectives throughout this time.*

4. Describe the experience of the applicant and sub-applicants with utilizing a Housing First approach. (500 word limit)

*ICCF has been implementing housing first principles for many years. ICCF has employed PSH and RRH (historically) to support neighbors. ICCF staff philosophy and practices adhere to the National Alliance to End Homelessness definition of Housing First: ICCF, utilizing Housing First, does not require people experiencing homelessness to address the all of their problems including behavioral health problems, or to graduate through a series of services programs before they can access housing. ICCF, utilizing Housing First, does not mandate participation in services either before obtaining housing or in order to retain housing. ICCF staff, utilizing Housing First approach, view housing as the foundation for life improvement and enables access to permanent housing without prerequisites or conditions beyond those of a typical renter.*

*ICCF provides supportive services that offered to support people with housing stability and individual well-being, but participation is not required as services have been found to be more effective when a person chooses to engage. Other approaches do make such requirements in order for a person to obtain and retain housing.*

*Case manager works alongside participant to ensure that there is clear communication between property owner and client.*

5. Describe the experience of the applicant and sub-applicants in utilizing federal funds. (500 word limit)

*ICCF has conducted PSH programming for years and has been receiving HUD funding for homeless and housing counseling programs since FY13 for PSH and RRH programs. ICCF has successfully expended the balance of all grants. ICCF has received HUD Comprehensive Housing Counseling funding through two intermediaries including MSHDA and NCRC; ICCF was audited directly by HUD and received no findings. Additionally ICCF receives numerous other grants from at least a dozen private sector grant funds totaling more than \$500,000. ICCF manages federal and state grants (HOME, LIHTC, etc.) totaling more than \$30,000,000 within the past five years alone. Bethany Christian Services' Grand Rapids Branch Office has successfully administered (or been a sub-contract agent) in over 40 federal grant awards and cooperative agreements over the past 28 years through DOL and DHHS funding from ACF, SAMHSA, ORR, OPH, and other divisions. Bethany's Grand Rapids Branch's annual*

*budget is over \$57 million. Bethany's CCT has experience implementing grants quickly as well as executing community integration/sustainability plans successfully.*

6. Describe the process for the determination of the type, amount, and the duration of rental assistance for participants. Please describe whether and how the agency uses progressive engagement and a strengths-based approach in providing services. (500 word limit)

*These factors are determined per MSHDA's rules and regulations for placed based HCV vouchers, which apply to each of these units of housing. Rent is based on income, with an annual update of employment, income and persons living in the home.*

*Once housed, ICCF provides follow-up case management support during which each youth works with one of the organization's trained counselors to set and attain individual goals to ensure each family can sustain their housing long-term. These goals may include increasing their income, obtaining employable skills, learning financial management, and/or learning about home maintenance. Each family's case manager will connect the parents to resources available in the community to reach their individual goals.*

*A progressive engagement philosophy is used as we ensure that ending homelessness is top priority for the population served.*

*ICCF uses empathy and meets participants where they are at. We work hard to highlight the dignity and innate worth of all individuals and families in our programs. Our organization centers service delivery around the idea that all participants have strengths, and those strengths will be key to helping them achieve their goals.*

*All types of social emotional, and case management support is prioritized when a client is at risk of losing housing. We provide wrap around services to ensure that clients are well taken care of.*

*At exit, our case worker is able to ensure that participants have the necessary tools at exit (moving resources, support, check-ins). Staff are able to continue to provide services 6 months to a year of project exit and ensure that resources are available.*

### **III. PROJECT EFFECTIVENESS**

7. What would be the prioritization process for households referred to this project? How will it be determined who is most vulnerable and the best fit for any referrals to this project? Provide detail from policy established by the CoC. (500 word limit)

*The CoC is currently working to update it's practices and procedures to better meet HUD requirements in this regard. ICCF staff members are active on the following committees of the CoC to ensure that we are supporting and following best practices to prioritize the most vulnerable. Committee engagement includes: Coordinated Entry, Youth, Data Analysis, Data Quality, Steering Council of the CoC. ICCF staff receive all referrals from Salvation Army HAP via HMIS and are in close communication with HAP staff consistently regarding housing the most vulnerable youth.*

8. Will all participating households served in this project be recorded in HMIS or an equivalent database for Domestic Violence, in accordance with the community's Data Quality Standards?



Yes



No

If no, explain:

9. Describe the plan for rapid implementation of the project, documenting how the project will be ready to begin housing the first participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award. (500 word limit)

*The development at 435 LaGrave is complete and ready to house youth PSH participants.*

*The development at 501 Eastern is complete and youth PSH participants have moved into the units*

- project staff at ICCF and Bethany's CCT have been hired and/or assigned to this project*
- necessary project staff are in place and have begun providing support services*
- Participant enrollment is complete*
- PSH units are 100% occupied, full supportive services ongoing for those residents*

10. Describe the training applicant and sub-applicant staff have undergone or will undergo as well as agency policies or procedures related to diversity, equity, and inclusion as it pertains to service provision (500 word limit):

*All staff at ICCF are encouraged to pursue different opportunities for professional development, especially regarding equity and inclusion. In order to move the needle forward in housing equity, it's important that ICCF's staff are given opportunities to learn and reflect on how we can always continuously grow and learn in this area. Some of our team's recent trainings include but are not limited to the following:*

*Professional's of Color Conference*

*Transformational Leadership Program via Urban Core Collective*

*Trauma-Informed Care Training*

*LEDA Summit on Race and Equity*

*Fair Housing Luncheon and Workshop Series*

*The 4th Annual HIV & Housing Summit*

*Smaller local DEI workshops*

*In addition, ICCF's Leadership Team has taken a major step in continuing our commitment to racial justice by hiring staff to come in from Race and Faith to provide organization-wide consulting on anti-racism and DEI. So far, they have conducted focus group interviews, a survey, and one-on-one interviews with our staff to gather information about how our organization is doing in these areas. They will then provide us with feedback and ideas on how to improve.*

#### **IV. ORGANIZATIONAL CAPACITY**

11. Describe agency key staff positions and qualifications of individuals who will carry out the project (500 word limit):

*Berniz Constanza Terpstra, Vice President of Housing and Family Services, has more than 18 years of experience in process improvement, community outreach, and employee training and development. She began her career working in the for-profit world guiding and developing employees to provide excellent customer service. Berniz has served as an advocate of family needs with human service, behavioral health, and medical needs. As an experienced business professional, strategic thinker and skilled organizational manager she has led successful teams in for- and non-profit realms. Berniz holds a Bachelor's degree from Calvin College in Business Administration, Recreation and Social Work. Berniz holds a Program Manager and Executive Director certification from the NeighborWorks Center for Homeownership Education and Counseling.*

*Tiffany Clarke, LMSW, Director of Programs at Bethany Christian Services' Center for Community Transformation, has worked for years providing and managing services for at-risk youth. She has been key in Bethany's partnership with ICCF to serve chronically homeless youth and bring together various organizations and initiatives to improve the local community.*

12. Describe the agency's financial management system, including financial reporting, record keeping, accounting systems, payment procedures, procurement processes, and audit requirements (500 word limit):

*ICCF's Vice President of Finance, who has a CPA, supervises all financial functions and handles*

operational budgets, financial statements, project financing, investments, net asset allocations and cash flow management. The Controller is responsible for the general ledger, accounts receivable, audit preparation, payroll/benefits, and fixed assets. The department also includes an Accounts Payable Analyst, a Revenue Accountant (works on accounts receivable), and Accounting Assistant (assists with accounts payable, audit needs, and administration). Activities of the Finance Department are reported to the Audit/Investment Committee of the Board on a monthly basis and are reviewed quarterly by the full Board. The Audit/Investment Committee is chaired by the Board Treasurer and several members work in the accounting or financial industry. ICCF's finances are audited by an independent professional auditing firm annually. All award funds, expenditures, and activities are reviewed regularly by the Finance, Housing and Family Services, and Fundraising staff to ensure compliance with federal and accounting standards. Bethany's CCT is supported by major departments (HR, IT, payroll, finance, etc.) at the National Headquarters located in Grand Rapids, Michigan. The Michigan Branch of Bethany Christian Services is overseen by a Board of Directors, and President. Specifically, Bethany's CCT is led by a Branch Director who is responsible for overall administrative and financial management. Direct reports are the Program and Operations Directors. Financial services are staffed by a team of 22 professionals led by a Chief Financial Officer. Bethany's accounting system ensures federal funds are not commingled or supplanting other funding sources. Monthly financial reports are distributed to leadership staff for monitoring. A robust external audit takes place annually with Government Auditing Standards (per U.S. Comptroller General).

**V. PROJECT BUDGET**

Activity	Requested Funds	Other Funding	Total Project Cost	% of Total Budget
Acquisition				%
New Construction				%
Rehabilitation				%
Leasing				%
Rental Assistance				%
Supportive Services	100,000		100,000	58 %
Operating Costs	20,000	33,525	53,525	31 %
HMIS	1,000	0	0	%
Project Administration (limited to 7%)	13,100	4,900	18,000	10 %
Total Project Cost	134,100	49,525	171,525	%

Complete Match and Leveraging worksheet, Attachment A.

See scorecard for scoring criteria based on budget information, questions 13-16

**Attachment A**

Identify all HUD and non-HUD funding that comprises the project budget. 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.

**Match must be at least 25% of total funding requested. Documentation of match must be provided with the application.**

Resource	Cash or In Kind	Committed or Planned/ Pending	Available (MM/VY)	Amount/ Value	% of Total Budget	Serves as Coe Program Match? (Y/N)
ICCF General Operations Fund	Cash	Committed	11/21	\$ 28,174	% 17.3	y
Bethany Christian Services	Cash	Committed	11/21	\$ 14,707	% 9	y
				\$	%	
				\$	%	
				\$	%	
				\$	%	
				\$	%	
				\$	%	
<b>Total leveraged from other sources</b>				\$ 42,881	%	

Attach additional forms as necessary

## Attachment B

### **General Administration Requirements and Terms for HUD Financial Assistance Awards**

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.

**ii** *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 2 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Affirmatively Furthering Fair Housing.* See Section 1.b of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Compliance with Fair Housing and Civil Rights.* See Section 1.a. of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency (LEP).* See Section 1.d. of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Economic Opportunities for Low- and Very Low-income Persons (Section 3).* See Section 1.c. of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Accessible Technology.* See Section 1.e. of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct.* See Section 14 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards *Ensuring the Participation of Small Disadvantaged Businesses, and Women Owned Business.* See Section 3 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Equal Participation of Faith-based Organizations in HUD Programs and Activities.* See Section 4 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Real Property Acquisition and Relocation.* See Section 5 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *OMB Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.* See Section 7 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

**ii** *Eminent Domain.* See Section 11 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

*Accessibility for Persons with Disabilities.* See Section 12 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

*Participation in HUD-Sponsored Program Evaluation.* See Section 6 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards



ii *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. Yes

ii *Drug-Free Workplace*. See Section 8 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

ii *Safeguarding Resident/Client Files*. See Section 9 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards *Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 209-282) (Transparency Act)*, as amended. See Section 10 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

ii *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. No

ii *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. No

ii *Violence Against Women Reauthorization Act of 2013: Implementation in HUD Housing Programs (24 CFR Parts 5, 91, 92, 93, 200, 247, 547, 576, 880, 882, 883, 884, 886, 891, 905, 960, 966, 982, and 983)*. See Section 6 of the General Administrative Requirements and Terms for HUD Financial Assistance Awards

ii Attestation that all attachments as required by HUD are uploaded in *e-snaps*. See Notice of Funding Opportunity for the 2021 Continuum of Care Program Competition FR-6500-N-25.

This list is not exhaustive of all HUD requirements. Applicants are encouraged to review the General Administrative Requirements and Terms for HUD Financial Assistance Awards, found at: [https://www.hud.gov/program\\_offices/spm/qmomgmt/grant\\_sinfo/fundingops](https://www.hud.gov/program_offices/spm/qmomgmt/grant_sinfo/fundingops) to ensure eligibility.

Agency: / **CCF**

Acknowledged By: 1 **"- A.-J VG>..W'-11**

Title: **C-6::>**

Date: **fO/ OS/2-(**