

2019 FRCoC Application for VHSP Funding Outreach; Emergency Shelter Operations; Rapid Re-Housing; Targeted Prevention

Please complete a separate application form for each outreach, emergency shelter operations, rapid re-housing, and targeted prevention project.

Application Information

Type of Project (select one):

- Outreach
- Emergency Shelter Operations
- Rapid Re-Housing
- Targeted Prevention

Type of Application (select one):

- Renewal (requesting level or reduced funding for existing project)
- Renewal with Expansion (requesting increased funding for existing project)

Applicant

Legal Name: Micah Ecumenical Ministries

Type of Applicant: Non-Profit Housing Authority PDC Unit of Local Government

EIN/TIN: 20-4044884

Address: PO Box 3277, Fredericksburg, VA 22402

Application Contact

Name: Meghann Cotter

Title: Executive Servant-Leader

Phone: 540-479-4116 x13

Email: Meghann@dolovewalk.net

Line-Item Budget

Please complete line-item budget below. Budget amounts should reflect the VHSP request only. Other funding sources will be included on the Spending Plan (required attachment).

Note: Renewal projects can apply for renewal HMIS and Administration amounts up to the grantee's total FY19 HMIS and Administration amounts regardless of 5% and 3% caps. HMIS and Administration amounts across all FY20 project applications shall not exceed total FY19 HMIS and Administration amounts.

Expansion projects can apply for an HMIS expansion up to the amount where the combined renewal/expansion HMIS request is 5% of the combined renewal/expansion project subtotal and an Administration expansion up to the amount where the combined renewal/expansion Administration request is 3% of the combined renewal/expansion project subtotal.

	Renewal Amount	Expansion Amount
Outreach		
Case Management		
Limited Support Services		
Other (specify)		
Subtotal		
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses		
HMIS Staffing		
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration		
Total		

	Renewal Amount	Expansion Amount
Emergency Shelter Operations		
Case Management		
Limited Support Services		
Maintenance		
Rent		
Security		
Supplies		
Utilities		
Other (specify)		
Subtotal		
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses		
HMIS Staffing		
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration		
Total		

	Renewal Amount	Expansion Amount
Rapid Re-Housing		
Housing Search & Placement	\$50,000	
Housing Stabilization Case Management	\$95,000	\$19,000
Housing Stabilization Financial Assistance	\$20,000	
Housing Stabilization Services		
Rent Arrears		

Rent Assistance	\$84,058	\$31,000
Service Location Costs		
Veteran Housing Stabilization Financial Assistance		
Veteran Rent Arrears		
Veteran Rent Assistance		
Subtotal	\$249,058	\$50,000
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses	\$556	\$2325
HMIS Staffing		\$4000
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration		\$2,500
Total	\$249,614	\$52,325

	Renewal Amount	Expansion Amount
Targeted Prevention		
Housing Search & Placement		
Housing Stabilization Case Management		
Housing Stabilization Financial Assistance		
Housing Stabilization Services		
Rent Arrears		
Rent Assistance		
Service Location Costs		
Subtotal		
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses		
HMIS Staffing		
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration		
Total		

Match

Please indicate sources of match. Match must equal 25% of requested amount and must be spent on eligible VHSP expenses, but does not need to be of the same VHSP Category as the request. Match must be from local or private sources. If the project is requesting partial or full waiver of the match requirement, please explain. (See Page 14 of the Virginia Homeless and Special Needs Housing Funding Guidelines for full explanation of the match requirement.)

Type	Source	VHSP Category	Amount
Choose an item.	Mary Washington Hospital Found.	Choose an item.	\$76,000
Choose an item.		Choose an item.	
Choose an item.		Choose an item.	

Narrative Responses

Provide a description that addresses the entire scope of the proposed project. (Character Limit: 3,000)

Micah’s rapid re-housing program focuses on the highest barrier, most vulnerable individuals as determined by the Fredericksburg Regional CoC’s prioritization process. The team includes a working supervisor, two full-time rapid rehousing case managers and two supportive housing case manager (including position added by Housing Trust). Each case manager typically manages a caseload of approximately 15 to 20 people. The supervisor’s time is split between rapid-rehousing, permanent supportive housing and income development, of which the later two are not funded by this grant. The supervisor also oversees the housing locator, who serves the entire system of rapid re-housing and prevention providers under VHSP. Once people are assigned in the community process, staff evaluates whether a roommate match is needed or desired for sustainability. After the household make up, single or multi-placement, is determined, barriers assessment and pledge letter is completed and forwarded to the community housing locator. The locator meets with the individual or pairing to determine their geographic, space and financial needs. She then seeks out landlords that may be willing to rent to them. The process works similarly for other partners funded under VHSP who make referrals, as well. The locator will take clients to view apartments, negotiate with landlords and lock in leases. After lease signing, the case goes back to the referring agency for ongoing case management. Furniture for newly housed households is available upon request through Micah’s furniture bank. As people are being assisted in identifying housing, Micah’s housing staff begins the orientation process (i.e. understanding program expectations, setting goals and working on income, as appropriate). By the time they move into their unit, staff generally has a good idea of how much support is needed. Home visits and check-ins often start off at least weekly and then decrease to no less than once a month as a person indicates increasing stability. Visits may include transportation to appointments, setting up needed services in the community or problem-solving various life and household issues. Because many of the community’s most vulnerable have spent a long time on the street, it often takes some time to teach them how to live indoors again. Many people need time to heal from the trauma of long-term displacement, re-establish social supports, build up their worthiness, be reminded of how to maintain a home and co-exist in close proximity to neighbors. Because the housing program sits at the center of Micah’s wrap-around support system, program participants have instant access to a wide range of community resources. This includes a full-time PATH outreach worker, a full-time Goodwill employment specialist and a wide variety of rotating community partners (i.e. a DSS eligibility worker, veteran’s administration representative, DMV, etc) that operates from Micah’s main office. Case managers generally walk program participants through the process of connecting to community resources either through a warm hand off or direct connection vs. handing out referral lists and phone numbers.

If renewal funding is being requested, explain how the project continues to meet a community need. If expansion funding is being requested, explain how the additional funds will increase system capacity and justify the community need for additional capacity. (Character Limit: 3,000)

Renewal funding for Micah’s rapid re-housing program includes 1.5 FTE case managers and .5 for the portion of the supervisor’s time devoted to this project. It also includes funding for the current full-time housing locator. The remaining renewal balance is for rent and financial assistance. Micah’s rapid re-housing program is crucial to community need, as it is currently the only dedicated resource for individuals. Because our priority is for those with highest barriers, our case loads average about 15 and often require secondary support from the program supervisor and other members of the staff. We estimate that 40 new (in addition to those who will carry over from the previous year) people will be housed in a 12-month period with the proposed renewal and expansion. New/expansion funds are being requested to restore the rent, financial assistance and staff capacity for homeless individuals that was lost in the 2018-19 application process due to state funding reductions and community prioritization. This request also includes funding for our HMIS licenses, which have increased in cost in recent years due to the number allocated vs. subsidy available. We have also requested an expansion for HMIS and administration to support the data entry and management responsibilities associated with our housing focused approach to case management

Please indicate the breakdown of household types targeted by this project:

	Renewal	Expansion
Households with Children	%	%
Households without Children	100%	100%
Total	100%	100%

Certify that the project will adhere to the *FRCoC Coordinated Entry Policies & Procedures*, including the following requirements of the document:

- X Follow the Housing First model
- X Participate in the FRCoC Coordinated Entry Process and/or the Victim Service Coordinated Entry Process (including coordinated assessment for shelter/prevention and prioritization for rapid re-housing)
- X Adhere to established project standards (including *FRCoC Rapid Re-Housing Policies & Procedures*)
- X Collect data through HMIS or a comparable database

What percentage of households will be served through the Victim Service Coordinated Entry Process (including coordinated assessment for shelter/prevention and prioritization for rapid re-housing)?

	Renewal	Expansion

Households Served through Victim Service Coordinated Entry Process	0%	0%
--	----	----

Provide the following data. These numbers will be used to calculate anticipated number of households served by the project.

	Renewal	Expansion
Number of FTE Case Managers Dedicated to Project (could be fraction)	1.5	.25

Ideal Caseload for 1 FTE Case Manager	15
Average Length of Stay for Project Participants	392 days
Average Financial Assistance Cost per Household (RRH/Prevention Only)	\$2,900
Shelter Beds for Households without Children (Shelter Operations Only)	
Shelter Beds for Households with Children (Shelter Operations Only)	
Shelter Units for Households with Children (Shelter Operations Only)	

Is there any unresolved monitoring or audit findings for any grants operated by the applicant or potential subrecipients? If yes, please explain. (Character Limit: 1,000)

Yes No

Attachments (once per agency)

Organizational Certifications and Assurances
Board of Director Listing(s)