

## 2019 FRCoC Application for VHSP Funding Coordinated Assessment/Entry

### Application Information

**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:

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

EIN/TIN: 52-1419314

Address: 902 Lafayette Blvd. Fredericksburg, VA 22401

**Application Contact**

Name: Lisa Crittenden

Title: Chief Executive Officer

Phone: 540-371-0831

Email: lisacrittenden@loisannshopehouse.org

### Line-Item Budget

*Please complete line-item budget below. Budget amounts should reflect the VHSP request only.*

*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
<b>Coordinated Entry/Assessment</b>		
Hardware/Software		
Maintenance		
Occupancy Costs		
Salaries	\$35,507	\$73,069
Supplies		
Travel		
Utilities		
Other (specify)		
<b>Subtotal</b>	<b>\$35,507</b>	<b>\$73,069</b>

<b>HMIS (up to 5% of subtotal)</b>	<b>\$1,775</b>	<b>\$2,153</b>
Computer Costs	\$1,000	
Fees and Licenses	\$500	
HMIS Staffing	\$1,275	\$1,153
Training		
Other (specify)		
<b>Administration (up to 3% of subtotal)</b>		
Administration		
<b>Total</b>	<b>\$1,775</b>	<b>\$2,153</b>

## 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
Cash	Individual Contributions	Coordinated Assessment/Entry	\$108,576
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. Specifically, how will the project staff and operate a coordinated assessment process that aligns with the FRCoC Coordinated Entry Policies & Procedures?** (Character Limit: 3,000)

Loisann's Hope House since November 2018 has been leading the Coordinated Assessment/Entry for the Fredericksburg region, to include the counties of Caroline, King George, Stafford and Spotsylvania, and the city of Fredericksburg. LHH ensures that FRCoC assistance is allocated as effectively and efficiently as possible and ensures that coordinated assessment line is accessible twenty-four hours a day, seven days a week. Staff conducts the full coordinated assessment for each client on the helpline; and wants to meet the diverse ethnic breakdown of those in need within our community. We contract with Volatia Language Network to offer interpreter services allowing staff to communicate in over 280 languages.

Loisann's Hope House will continue to assess each situation to determine whether or not Diversion can be utilized before offering services designated for those experiencing or at imminent risk of homelessness. If an intervention from the Homelessness Response Providers is determined necessary, referrals will be made to Prevention or to Shelter, based on the best response to fit the need. This response will be determined by the FRCoC Coordinated Entry Google Form, approved by the GWRC and the CoC.

Loisann's Hope House will continue to employ 1 FTE Central Intake & Diversion Coordinator to work closely with the FRCoC's Housing Counselors as well as other homeless services providers in the area.

Specifically, this team member is responsible for:

## 1 FTE Central Intake & Diversion Coordinator

### Central Intake Responsibilities:

- Reviewing vacancy reports from service providers
- Completing Coordinated Assessment
- Managing intake line
- Completing initial screening
- Having diversion conversation and connecting callers to community resources
- Making referrals to appropriate emergency services (shelter or homelessness prevention)
- Prioritizing prevention referrals and scheduling appointments (giving client list of required documentation)
- Maintaining referral log

### Diversion Responsibilities:

- Cultivating and maintaining community resources and relationships
- Helping clients problem-solve
- Providing warm hand-offs to mainstream providers

**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. Be sure to use data to justify your response. (Character Limit: 3,000)**

Loisann's Hope House was awarded the grant to begin November 1, 2018. During the implementation LHH conducted meetings with all stakeholders to identify the community needs in order to maximize the systems effectiveness. As the lead agency, LHH in close coordination with FRCoC homeless service providers continues to ensure that scarce community resources are utilized most effectively by centralizing a structured and consistent approach to identify, access, prioritize and match individuals and families experiencing homelessness with appropriate housing and service interventions.

In addition, by closely monitoring the client referral process, the system ensures that customers do not fall between the cracks and are connected with the resources that they so desperately need.

The additional expansion funds requested are to support a full fiscal year of funding and 1 FTE to provide direct evening coverage for the twenty-four hours a day, seven days a week.

**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)