

FY22 FRCoC Cover Letter for VHSP Funding

A separate cover sheet is required for each project application.

Applicant

Legal Name: Micah Ecumenical Ministries

Type of Applicant (select one): 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

Email: meghann@dolovewalk.net

Project Name:

Project Type (select one):

- Coordinated Assessment Outreach Emergency Shelter Operations
 Rapid Re-Housing Targeted Prevention Housing Location
 CoC Planning (*Only the CoC Lead Agency is eligible to apply for CoC Planning VHSP funding.*)

Type of Application (select one):

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

Renewal Amount Requested: \$50,000

Expansion Amount Requested: n/a

Approximate number of people this program will serve: 150

The applicant organization's governing board discussed and/or approved this application for funding at a meeting held on _____ (date). If this application has not yet been discussed, it will be discussed at the next meeting of the governing board, which will be held on May 11, 2021 (date).

The applicant organization named above will act as the responsible fiscal agent for any funds received and will comply with applicable tax laws, regulations, and CoC policies. By signing this application, we agree that we have read and approve of the content of this application.

Board Chair:

Freel M. Rankin, III April 18 2021
Signature Date

Executive Director:

[Signature] April 19, 2021
Signature Date

Approved by CoC Board 4/14/2021

FY22 FRCoC Application for VHSP Funding Housing Location

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

Applicant Name: Micah Ecumenical Ministries

Project Name: Stable Homes Partnership

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 FY21 HMIS and Administration amounts regardless of 5% and 3% caps. HMIS and Administration amounts across all of the CoC's FY22 project applications will not exceed allowable 5% and 3% caps across the community.

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
Housing Location		
Rapid Re-Housing	50,000	
Targeted Prevention		
Subtotal	50,000	
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses		
HMIS Staffing		
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration		
Total	50,000	

Match

Please indicate sources of match. Match must equal 25% of requested amount and must be used to meet the goals of VHSP, but does not need to be of the same VHSP Category as the request. Match must be from local or private sources, must be received and expended within the grant year, and may not be used to meet multiple match requirements. If the project is requesting partial or full waiver of the match requirement, please explain. (See Page 19 of the Virginia Homeless and Special Needs Housing Funding Guidelines 2020-2022 for full explanation of the match requirement.)

Type	Source	VHSP Category	Amount
Cash	Mary Washington Hospital	Emergency Shelter Operations	\$12,500
Choose an item.		Choose an item.	
Choose an item.		Choose an item.	

Narrative Responses

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

The housing location process begins when households (families and/or individuals) are assigned in the community prioritization process, and staff at participating community agencies makes a referral to a community Housing Locator.

The locator meets with the individual or family to determine their geographic, space and financial needs, with a special focus on assessing the barriers to attaining housing such as prior criminal history or poor credit. She then seeks out landlords with available units that may be willing to rent to them.

Building relationships with landlords and identifying new units is an ongoing process of outreach and connection. 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.

2. **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. Additionally, please use the table below to provide data that supports your response.** (Character Limit: 3,000)

A shared Housing Locator is crucial to community need, as it is a consolidated way for our CoC to connect with landlords and available apartments. Having one locator on behalf of all rapid rehousing agencies allows us to speak with one voice and one set of marketing materials. This cuts down on multiple agencies presenting mixed messages to a limited pool of landlords. On average, the locator receives 13 referrals per month, which means approximately 156 households are placed every year.

	Relevant data, metrics and/or cost analysis
Current Need	The Housing Locator currently has 16 households with completed Barriers Assessments, in the process of having suitable housing located for them. (This number refers to households, not to individuals, and is inclusive of all the agencies that the Housing Locator locates for, not

	only Micah Ministries.) Although the stated goal of the program is to have individuals/households housed within 30-45 days of the Housing Locator beginning the search, the process is sometimes significantly longer than that due to a lack of available affordable housing.
How Renewal/Expansion Funding Will Meet Need	Renewal will allow the Housing Locator to continue the work of locating housing to meet the needs of clients currently waiting for suitable, affordable housing to be found. Having a shared Housing Locator allows her to leverage relationships with landlords to attain housing for individuals served by different agencies in the CoC, cooperatively rather than competitively.

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

- Follow the Housing First model
- 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)
- Adhere to established project standards (including *FRCoC Rapid Re-Housing Policies & Procedures*)
- Collect data through HMIS or a comparable database

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

	Renewal	New/Expansion
Number of FTE Housing Locators Dedicated to Project (could be fraction)	1	
Ideal Caseload for 1 FTE Housing Locator	13	
Average Length of Stay for Project Participants	30-90 days	

5. **Are 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

Organizational Certification and Assurances (once per agency; template provided)
DV Renewal Projects ONLY: FRCoC Data Form (each project; template provided)