

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: Rapid Rehousing for individuals

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: \$ 232,215

Expansion Amount Requested: n/a

Approximate number of people this program will serve: 35

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:



Signature April 18, 2021
Date

Executive Director:



Signature April 19, 2021
Date

FY22 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 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: Rapid Rehousing for individuals

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 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
Rapid Re-Housing		
Housing Search & Placement		
Housing Stabilization Case Management	114,000	
Housing Stabilization Financial Assistance	20,000	
Housing Stabilization Services		
Rent Arrears		
Rent Assistance	88,834	
Service Location Costs		
Veteran Housing Stabilization Financial Assistance		
Veteran Rent Arrears		

Veteran Rent Assistance		
Subtotal	\$222,834	
HMIS (up to 5% of subtotal)		
Computer Costs		
Fees and Licenses	2881	
HMIS Staffing	4000	
Training		
Other (specify)		
Administration (up to 3% of subtotal)		
Administration	2500	
Total	\$ 232,215	

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 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	\$58,054
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 rehousing program focuses on the highest barrier, most vulnerable individuals, as determined by the Fredericksburg Regional CoC's prioritization process. The entire team includes a working supervisor, four full-time rapid rehousing case managers and two supportive housing case managers. 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 latter two are not funded by this grant). The supervisor also oversees the Housing Locator, who serves the entire system of rapid rehousing and prevention providers under VHSP.

Once clients are assigned in the community process, staff evaluates whether a roommate match is needed or desired for sustainability. Following that, the barriers assessment and pledge letter is completed and forwarded to the community Housing Locator. The Locator meets with the individual 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.

Micah’s housing staff begins the orientation process with new clients even before housing is located for them. Micah’s case managers help their clients before move-in in a number of ways, including understanding program expectations, setting goals, working on income development, etc. By the time clients move into their unit, staff generally has a good idea of how much support is needed, and where staff needs to focus their time and resources for each client.

Home visits and check-ins often begin with a high level of frequency, usually once a week. These check-ins often decrease as a client increases in stability and self-sufficiency. 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, rather than 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. Additionally, please use the table below to provide data that supports your response. (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. 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, rather than families. Because our priority is for those with highest barriers, our caseloads average about 15-20 per case manager, and often require secondary support from the program supervisor and other members of the staff.

See the table below for a data-driven illustration of the kinds of barriers our clients face.

We estimate that 35 people will be supported in a 12-month period with the proposed renewal. This request also includes funding for our HMIS license, administration and staff to support the demand for data entry associated with our housing-focused approach to case management.

	Relevant data, metrics and/or cost analysis
Current Need	As a result of the demographics of Micah’s target population, our clients require a high level of support and engagement from case

	management staff, at least to begin with. For example, of the 38 clients enrolled in the VHSP-funded rapid rehousing program this fiscal year, 33 had a mental health problem, 10 experienced both alcohol and drug abuse problems, 17 reported a chronic health condition, and 6 experienced a developmental disability.
How Renewal/Expansion Funding Will Meet Need	Because of these kinds of barriers, Micah strives for intensive case management to help our clients attain success. The funding is crucial to provide the case managers that help the clients work through these barriers.

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

	Renewal	Expansion
Households with Children	0%	%
Households without Children	100%	%
Total	100%	100%

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

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	

Ideal Caseload for 1 FTE Case Manager	15
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Average Length of Stay for Project Participants	345 days
Average Financial Assistance Cost per Household (RRH/Prevention Only)	\$3,800
Shelter Beds for Households without Children (Shelter Operations Only)	n/a
Shelter Beds for Households with Children (Shelter Operations Only)	n/a
Shelter Units for Households with Children (Shelter Operations Only)	n/a

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