
Dane CoC 2022-23 EHH Funding Application Workshop

Sarah Lim

City of Madison Community Development Division
slim@cityofmadison.com

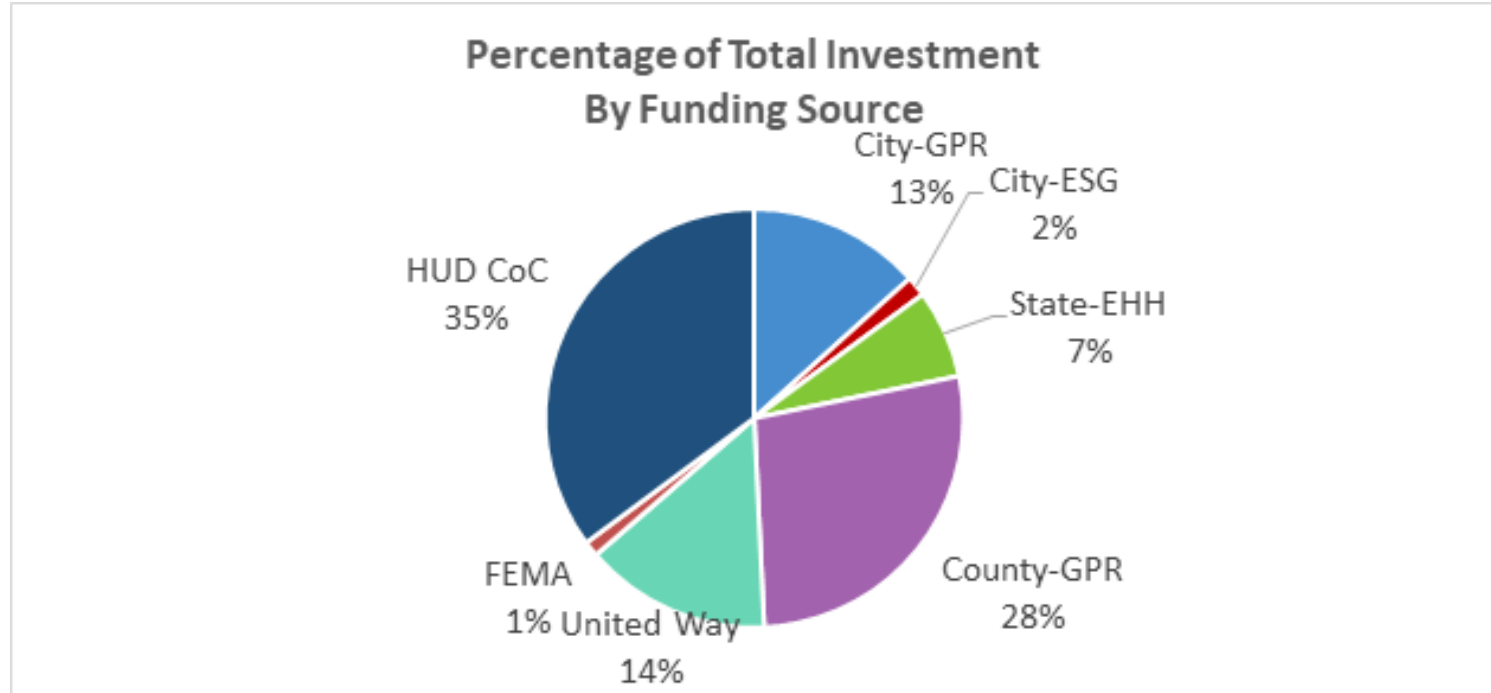
Welcome

- ***This meeting will be recorded** and posted on the HSC website. It is a public record subject to disclosure. By continuing to be in the meeting, you are consenting to being recorded and consenting to this record being released to public record requestors who may see you, your home and your family members in the recording. You have the option to turn off you camera and participate with audio only.*
- Please mute when you are not speaking. Callers can mute and unmute by pressing *6.
- We will try to address some questions as we go. If you have a question, **type it in the chat** and send to “Everyone” or **raise hand** by clicking the “participants” or “more” option. Callers can raise and lower hand by pressing *9 and unmute by pressing *6.

Agenda

1. Homeless Services Funding Overview
2. What is EHH funding?
3. What is the City of Madison's role?
4. Currently Funded Projects
- 5. Review: 2022-23 EHH RFP & Application Instructions**
- 6. Review: Application Materials**
7. RFP Highlights
 - Timeline
 - Change in Funding Cycle
 - Main Requirements
 - Performance Score or New Project Application?
 - Match Documentation
8. Q&A

Homeless Services Funding Overview



2020 Funding Analysis

What is EHH funding?

- Combination of the following grant sources:
 - **Federal Emergency Solutions Grant (ESG)** that comes to State of Wisconsin
 - **State Homeless Prevention Program (HPP)** grant
 - **State Housing Assistance Program (HAP)** grant
- State allocates EHH funds to Continuum of Cares (CoCs); each CoC submits a consolidated application to the State
- City of Madison serves as the lead applicant and grant recipient for Dane CoC and subcontracts with agencies approved by the Dane CoC Board of Directors

What is the City of Madison's role?

Dane CoC Board of Directors approved the City of Madison to serve as the Recipient of the State EHH grant for 2022-23 EHH process.

- City of Madison will complete the consolidated application and submit to the State and serve as the recipient of the grant.
- City of Madison will subcontract with agencies and projects approved by the Dane CoC board, process invoices, conduct annual monitoring and provide other EHH required administrative activities.

Currently Funded Projects

Agency	Project Name	Project Type	ESG	HPP	HAP	TOTAL
Briarpatch Youth Services	Street Outreach Program	Street Outreach	10,000			10,000
Catalyst for Change	Street Outreach	Street Outreach	26,800			26,800
City of Madison	Administration	Admin	12,000			12,000
MACH OneHealth	Housing is Healthcare Coordinator	Street Outreach	10,000			10,000
Porchlight	Men's Shelter Case Management	Emergency Shelter	9,225			9,225
Sankofa ELU	Emergency Shelter	Emergency Shelter	75,000			75,000
Tenant Resource Center	Eviction Prevention Clinic	Prevention	16,975	133,025		150,000
Tenant Resource Center	Housing Mediation Service	Prevention	40,000			40,000
The Road Home	Tailor Place	Other Housing			26,000	26,000
The Road Home	The Breese	Other Housing			24,000	24,000
The Salvation Army	Single Women Shelter CM	Emergency Shelter	30,000			30,000
The Salvation Army	Family Shelter CM	Emergency Shelter	30,000			30,000
The Salvation Army	Medical Shelter	Emergency Shelter	10,000			10,000
The Salvation Army	DAWNS-Single's RRH	Rapid Rehousing	66,525	9,475	-	76,000
The Salvation Army	DAWNS-Family RRH	Rapid Rehousing	53,475	57,500		110,975
YWCA Madison	YWCA Family Shelter	Emergency Shelter	10,000			10,000
TOTAL			400,000	200,000	50,000	650,000

Review: 2022-23 EHH RFP & Application Instructions

- Total funds available: **\$796,522** (one-time increase in HPP)
- Eligible activities:
 - Street outreach - ESG only
 - Emergency Shelter - ESG only
 - Homelessness Prevention - ESG & HPP
 - Rapid Rehousing - ESG, HPP & HAP*
 - Other Housing Programs(TH, PSH, Other PH)- HAP only
- Eligible program participants & costs
- Requirements
- Attachment A: Eligible participants
- Attachment B: Client File Checklists

*HAP has a requirement that participants must use at least 25% income for rent, which may not be compatible with some RRH program design.

Review: EHH Application Materials

Application materials can be found on the [HSC website funding page](#).

TIP! Make sure you review the scoring criteria before completing the application forms. If you are not sure which forms must be submitted for your project, contact Sarah Lim so you don't miss a form. Incomplete application will not be considered.

Application Materials

A. RFP & Application Instructions

B. Application Forms

ALL PROJECTS

- **Project Application(s)** – one applicable project application for each project
 - [Street Outreach](#)
 - [Emergency Shelter](#)
 - [Homelessness Prevention](#)
 - [Rapid Rehousing](#)
 - [Housing Assistance Program](#)
- **Documentation of Match** – There is no form. See the match documentation instruction in the RFP & Application Instructions.
- **EHH Certification**
- **Environmental Review Exemption**
- **Written Standards Checklists***
 - [General](#) – one per agency if the answers are the same for all proposed projects
 - Project Specific - one applicable checklist for each project; HAP projects must fill out the most applicable checklist
 - [Street Outreach](#)
 - [Emergency Shelter](#)
 - [Homeless Prevention](#)
 - [Diversion](#)
 - [Transitional Housing](#)
 - [Rapid Rehousing](#)
 - [Permanent Supportive Housing](#)
 - [Emergency Transfer Plan](#) (Rapid Rehousing and other permanent housing programs ONLY)

Existing EHH projects that have submitted the Written Standards Checklists in 2022 do **NOT need to submit them again.*

NEW PROJECTS ONLY

- **New Project Application*** (New Projects without performance report ONLY)
- **Certification of Local Government Approval** (New Emergency Shelter ONLY)

C. Performance Scoring Sheet (existing programs only)

Timeline

Application materials posted on the HSC website	3/31 (Thu)
Agency Application Workshop (Recording will be available on the HSC website after the workshop.)	4/1 (Fri) 11am-1pm ZOOM LINK If calling in: (877) 853-5257 Meeting ID: 852 1782 3662 Passcode: 932149
(Existing Programs Using HMIS ONLY) “Intent to apply” email to Sarah Lim (slim@cityofmadison.com) to be included in the HMIS performance reports run by ICA for performance scoring	4/4 (Mon)
Agency applications due	4/15 (Fri) Noon * Late applications will not be accepted*
Agency Q&A / Review Team meeting	To Be Determined (week of 4/18)
CoC Board to finalize the funding allocation decision	To Be Determined (no later than 5/6)
Dane CoC consolidation application due to DEHCR	5/9 (Mon)
Anticipated contract start date	7/1/22

Change in Funding Cycle

Starting this year, Dane CoC will conduct EHH competitions **every two years**, instead of every year.

- Annual competition adds significant administrative burden to the lead applicant and agencies that apply.
- Annual competition does not allow stability of funding for programs to get established and perform, especially new and small programs.

In an off-competition year, if the funding level from the State goes up by more than 5% of the total grant amount, then new or expansion project applications will be solicited for the increased amount. If the funding level goes down or increases by 5% or less, then the difference will be prorated to existing programs based on the current funding amounts.

Grant Cycle: Year 1 (July 1, 2022-September 30, 2023); Year 2 (July 1, 2023-September 30, 2024)

Main Requirements of EHH Funds

- **Provide dollar for dollar match for ESG funds**
- Follow the Dane CoC Written Standards
- Use the Coordinated Entry System
- Use Homeless Management Information System (HMIS)
- Document client eligibility and services (See RFP Attachment B Client File Checklist)
- Comply with rent assistance specific requirements (VAWA, habitability standards, fair market rent, rent reasonableness)
- Submit a monthly performance report and invoice to the City
- Comply with annual monitoring by the City and/or State
- Comply with conflict of interest, confidentiality, involuntary family separation and nondiscrimination requirements
- And more!

Make sure you review the [State ESG/HPP Program Manual](#), [HAP Program Manual](#) and [Dane CoC Written Standards](#) linked in the RFP for full requirements.

Performance Score or New Project Application?

Existing projects can score up to 240 pts: 120 pts from project application & 120 pts from performance score.

- If your agency is currently operating a program and using HMIS, [email your intent to apply to Sarah Lim \(slim@cityofmadison.com\)](mailto:slim@cityofmadison.com) by **4/4 (Mon)** so that the project can be included in the performance reports run by ICA.

New projects can score up to 240 pts: 120 pts from project application & 120 pts from New Project Application score.

- If you are applying for a new project, then submit a new project application.

Contact Sarah Lim if you are not sure which one should be used.

Match Documentation

- ESG requires a dollar for dollar (100%) match
- HPP and HAP do not require match and can be used as match for ESG funds
- Cash or in-kind
- Source: non-ESG HUD funds, other federal grants, state, county, city grants, private funds, other (donations, volunteer hours, etc)
- Sample agency match letter language:

“(Agency name) commits to providing cash match for (project name). The amount of the matching funds will be 100% of the ESG funds approved for the project, **up to** \$(request amount)*. The source of the matching funds is (agency fundraising, Dane County Human Services, City of Madison, United Way....). The matching funds will be available from July 1, 2022 to September 30, 2023 and will be used in accordance with all requirements that apply to ESG grant funds. The matching funds will not be used to match any other grant.”

***TIP!** By adding “up to”, you do not have to submit an updated match letter if your award amount is lower than your application amount.

If you are listing grant funds as a matching source (Dane County CDBG, City of Madison GPR, United Way, etc.), then you must also submit a copy of the contract that shows the total contract amount.

Q&A

- Please submit your questions in the chat or raise hand.
- Recording and presentation materials will be posted on the HSC website funding page.
- If you have additional questions that we did not address today, email them to Sarah.

EHH questions: Sarah Lim, slim@cityofmadison.com or (608) 261-9148

Thank you!