YOUTH HOMELESSNESS DEMONSTRATION PROGRAM

Diversion & Kinship Project Bidder's Conference

Presented by the Mayor's Office of Homeless Services
January 21, 2022

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Housekeeping

- Webinar is being recorded and will be posted along with the slides and FAQs to the MOHS website.
- All attendees are muted to prevent background noise.
- Questions will be answered at the end of the webinar. To submit a question, use the box to the right
- Only questions about the competition process and the applications will be answered during this webinar - if you have a specific question about your project, please send it to HSPApplications@baltimorecity.gov.

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YHDP Overview

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Purpose of YHDP

To support communities in the development and implementation of a coordinated community approach to preventing and ending youth homelessness.

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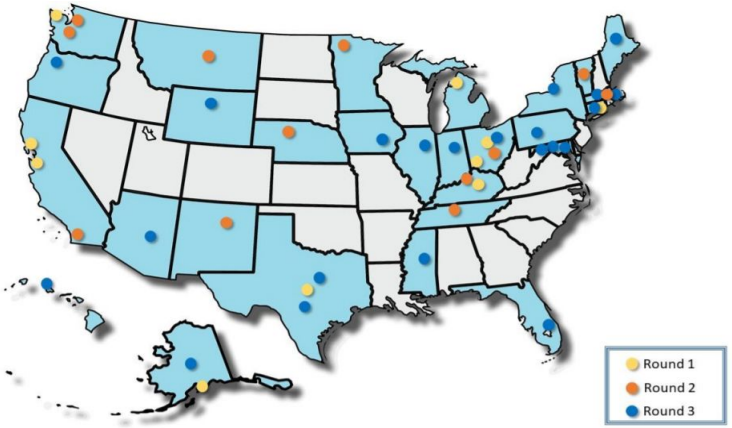
Youth Homelessness Demonstration Program

YHDP

- August 2019 - Baltimore City was awarded $ 3.7 million as a Round 3 YHDP recipient community.

- March 2020 - The Youth Homelessness Action Committee and Youth Action Board completed the YHDP system modeling and selected 5 projects
    - Re-housing
    - Permanent Supportive Housing
    - Family-based setting
    - Diversion & Kinship
    - Transitional Housing



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YHDP Key Elements

- **Coordinated Community Plan (CCP)**
  - A community wide plan on preventing and ending youth homelessness in Baltimore that includes comprehensive strategies beyond the YHDP grant funding
  - Includes key system partner goals including, education, employment, child welfare, justice, and behavioral and physical health
  - Incorporates a set of values and principles including trauma informed care, positive youth development, family engagement, and youth choice

- **Youth Action Board (YAB)**
  - A decision-making body consisting of youth and young adults with lived experiences of housing instability and homelessness
  - HUD requires the creation of a Youth Action Board. The board must have decision making ability within the grant's governance, and approve the plan and the YHDP-funded projects
  - YAB is part of approving, selecting and providing feedback for YHDP projects.

- **YHDP Projects**
  - Federal grant dollars from the U.S. Department of Housing and Urban Development (HUD)
  - 1-year grant, renewable on an annual basis as part of the CoC competition

YHDP Eligibility

Eligible Applicants

To be considered a qualified organization, the applicant must meet the following mandatory criteria:

- Non-Profit 501(c)(3) tax-exempt organization or another city government agency
- Provide services in Baltimore City
- Agency must be registered with an active DUNs number
- Agency must maintain an active SAM registration with sam.gov
- Commitment to operating the program under the Housing First model
- Applicants may submit joint applications in response to this RFP, with one as the lead agency recipient and another as a subrecipient. Joint applications should submit an MOU reflecting the role of project partners and specify funding for each organization in the budget section.
- Available agency financial reports and, or audits for the last 2 years
- Be in “Good Standing” with the State of Maryland

Application Must Include

The following must be submitted by the deadline to move to the review and scoring phase:

- One (1) complete application in PDF with required signatures submitted by deadline
- Budget Workbook & Narrative
- MOHS Fair Housing Policy Statement and Agreement - signed
- MOHS Housing First Policy Agreement - signed
- Conflict of Interest Questionnaire and Limits to Primary Religious Organizations - signed

Threshold Criteria

The following elements are also required. These supporting documents are needed with submission:

- Federal Tax Exempt Determination Letter for (non-profits only)
- Articles of Incorporation & Bylaws (non-profits only)
- Current Certificate of Good Standing from State of Maryland (within 30 days of application submission) (non-profits only)
- Current list of Board of Directors (non-profits only)
- Project Organizational Chart
- Two years of financial reports and, or completed audits in accordance with 2 CFR part 200, subpart F
- **Match Documentation (We encourage agencies to apply whether or not they can document the full 25% match and demonstrate the extent to which they can provide match)**

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Match Requirement

- At least 25% cash or in-kind match for the amount of funding requested
- The subrecipient must match all grant funds with no less than 25% of cash funds or in-kind contributions from other sources in accordance with 24 CFR § 578.73.
- All CoC/ YHDP Program costs and match sources must be in your approved budget
- Match does not have to be used on the same budget line item as the grant funding, but does need to be used on activities for the project that otherwise would have been eligible to be funded with CoC/YHDP Program funds
- Match must be committed prior to grant agreement
- Recipients must document all costs paid with match throughout the period of the YHDP grant

***** Agencies that cannot meet the full 25% match are still encouraged to apply*****

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Eligible forms of Match

- Cash
  - A recipient or subrecipient may use funds from any source, including any other federal sources (excluding Continuum of Care/YHDP program funds), as well as State, local, and private sources, provided that funds from the source are not statutorily prohibited to be used as a match
  - Used to cover costs that would have been eligible to be paid for with CoC/YHDP Program funds
- In-kind Contributions
  - Services and goods
  - Used to cover costs that would have been eligible to be paid for with CoC/YHDP Program funds

Populations Served

Funds under YHDP can serve:

- Youth and Young Adults (YYA) at-risk of and experiencing homelessness. Youth are minors under the age of 18, and young adults are aged 18-24 (up to 25). This also includes YYA who are pregnant and/or caring for one or more children, including the care of minor siblings.
- What does it mean to experience homelessness?
  - Experiencing literal homelessness – living on the streets, in cars, places not for human habitation, or shelters (HUD Category 1)
  - At imminent risk of homelessness – within 14 days of losing their housing (HUD Category 2)
  - Fleeing unsafe situations – any situation a youth declares unsafe and wants to leave, including abusive (physical and emotional), non-LGBTQ affirming, drug/alcohol, sexual exploitation (HUD Category 4)

Target Population

Special efforts should also be made to serve YYA including:

- LGBTQ+
- Unaccompanied Minors*
- Pregnant and Parenting Youth
- Youth of Color
- Foster Care Involved
- Justice Involved
- Survivors of Trafficking and Exploitation
- Immigrant and Undocumented Youth

Unaccompanied Minors

Effective July 1, 2020, Maryland enacted HB 206 ; Unaccompanied Minors in Need of Shelter and Supportive Services.

- Law gives unaccompanied youth at risk of experiencing homelessness the legal capacity to consent to shelter, housing, and supportive services without parental consent.
- Any public or private nonprofit organization that provides shelter or supportive services to minors in need of shelter must register with the Maryland Department of Housing and Community Development.
- DHCD will annually certify that providers meet certain conditions, including running background checks on employees, providing mandatory reporting training for employees, and requiring service providers to develop and implement procedures to screen staff members who work with minors.

Diversion & Kinship

YHDP Guiding Principles

1: USICH Youth Framework and Four Core Outcomes

2: Respond to the Needs of Special Populations

3: Equity

4: Positive Youth Development and Trauma Informed Care

5: Family Engagement

6: Immediate Access to Housing with No Preconditions

7: Youth Choice

8: Individualized and Client-Driven Supports

9: Social and Community Integration

10: Coordinated Entry

YHDP Guiding Principles

USICH Youth Framework and Four Core Outcomes

1. **Stable housing** includes a safe and reliable place to call home.
2. **Permanent connections** include ongoing attachments to families, communities, schools, and other positive social networks.
3. **Education/employment** includes high performance in and completion of educational and training activities, especially for younger youth, and starting and maintaining adequate and stable employment, particularly for older youth.
4. **Social-emotional well-being** includes the development of key competencies, attitudes, and behaviors that equip a young person to succeed across multiple domains of daily life, including school, work, relationships, and community.

Diversion & Kinship Project

YHDP

- The YHDP Diversion & Kinship is a Support Services Only Project with an annual project budget of **$397,804.**
- The project's aim is to connect with approximately 60 youth and young adults through outreach and coordinated access in order to quickly assess if the participant has the ability to be diverted from shelter or formal homeless service.
- The project will assess the ability to divert and offer short term flexible financial assistance (up to six months) and supportive services to keep youth housed or quickly rehouse.
- The project will connect youth and young adults to host homes that are established through referrals through the project. This can include kinship care where youth and young adults are connected to relatives or close friends (also known as fictive kin).

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Project Requirements

- Comply with program requirements as per the Baltimore City CoC Policies and Procedures, HUD CoC Program Interim Rule, YHDP NOFO, and any HUD-approved waivers.
- Participate and comply with the Baltimore City's Homeless Management Information System
  - Provide accurate reporting to help measure progress and project performance
  - Participate in Baltimore City Coordinated Access System including any Youth Case Conferencing
- Work in collaboration with the CoC's Youth Homelessness Action Committee, Youth Action Board, and other committees as needed.
- Have a plan for rapid implementation- projects will begin enrolling clients within 3 months of grant agreement
- Work with DHCD around licensing requirements for projects to serve unaccompanied minors

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Project Requirements Continued

- Implement a Housing First model that incorporates Trauma Informed Care and Positive Youth Development, and participate in ongoing trainings on various topics through YHDP Learning Collaboratives and Community Calls
- Incorporates YYA with lived experience being homeless throughout project planning, design, and implementation.
- Adhere to Housing First practices in serving YYA experiencing homelessness.
- Fair Housing Compliance: All programs funded through this RFP must be compliant with federal, state, and local laws in the delivery of their services and housing projects, which include ensuring equal opportunity and access to housing for protected class statuses.
- Local Hiring: All contracts that exceed $300,000 are subject to the City's Local Hiring requirements as established in Article 5, Subtitle 27 of the Baltimore City Code.
- Required Insurance Coverage: The selected organization must currently carry or be willing to obtain certain insurance coverage.

Housing First Agreement

All projects must operate in accordance with the Housing First Agreement, this includes Supportive Services Only Projects.

- **The program <u>may not</u> screen out clients for:**
  - Having too little or no income
  - Active or history of substance abuse
  - Having a criminal record
  - History of domestic violence (e.g. lack of a protective order, period of separation from abuser, or law enforcement involvement)

- **The program <u>may not</u> terminate clients for:**
  - Failure to participate in supportive services
  - Failure to make progress on a service plan
  - Loss of income or failure to improve income
  - Being a victim of domestic violence

What is Coordinated Access?

- A central and standard system that prioritizes housing and services for individuals and families experiencing homelessness.
  - Currently is operational for entry into permanent housing programs
  - Housing programs must receive all referrals through the Coordinated Access assessment and referral process

An essential part of this project will be to serve as an entry point to the Coordinated Access System and navigate and refer participants as needed

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Homeless Management Information System (HMIS)

- Centralized database that all providers must use to enter client and programmatic data.

- The Mayor's Office of Homeless Services (MOHS) serves as the HMIS lead and operates the System in accordance with the federal regulations and governed by the CoC Policies and Procedures.

- MOHS supports a HMIS Helpdesk that provides technical assistance to ensure compliance and data quality.

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Application Instructions

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Submission Requirements

Applicants will submit (1) electronic copy of the application and all required supporting documents to HSPApplications@baltimorecity.gov. No paper or faxed applications will be accepted. All project applications must be received by **February 14th at 4pm.**

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Application Scoring

The applications will be scored based on the following criteria

Section	Maximum Score
Interest and Project Understanding	5
Agency Experience and Capacity	10
Project Design	30
Youth Involvement and Leadership	20
Alignment with Coordinated Community Plan	20
Implementation Plan	15

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Budget Requirements

YHDP

Projected YHDP Budget

Enter estimated costs of the proposed program by funding categories for all costs which are projected to be paid with Youth Homelessness Demonstration Program grant funds.

Budget Narrative

Explain/justify all costs which are projected to be paid with Youth Homelessness Demonstration Program grant funds, as well as any other costs necessary to run the project effectively that will be supported by other funding sources. Be sure to provide basis of cost allocations and explanations for all categories of cost.

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Eligible Project Costs for SSO

- **Supportive Services** - Includes a wide range per CoC Interim Rule
  1. Case management (§ 578.53(e)(3))
  2. Childcare (§ 578.53(e)(4))
  3. Education services (§ 578.53(e)(5))
  4. Employment assistance and job training (§ 578.53(e)(6))
  5. Food (§ 578.53(e)(7))
  6. Housing search and counseling services (§ 578.53(e)(8))
  7. Legal services (§ 578.53(e)(9))
  8. Life skills training (§ 578.53(e)(10))
  9. Mental health services (§ 578.53(e)(11))
  10. Outpatient health services (§ 578.53(e)(12))
  11. Outreach services (§ 578.53(e)(13))
  12. Substance abuse treatment services (§ 578.53(e)(14))
  13. Transportation (§ 578.53(e)(15))
  14. Utility deposits (§ 578.53(e)(16))

- **HMIS** - Includes staffing and equipment costs to meet the regulatory requirements

- **Admin** - includes 10% of the total project where 5% is allocated to the project and the other 5% is allocated to MOHS to support program monitoring and compliance. Please note that admin should not include any staff dedicated to directly to project activities.

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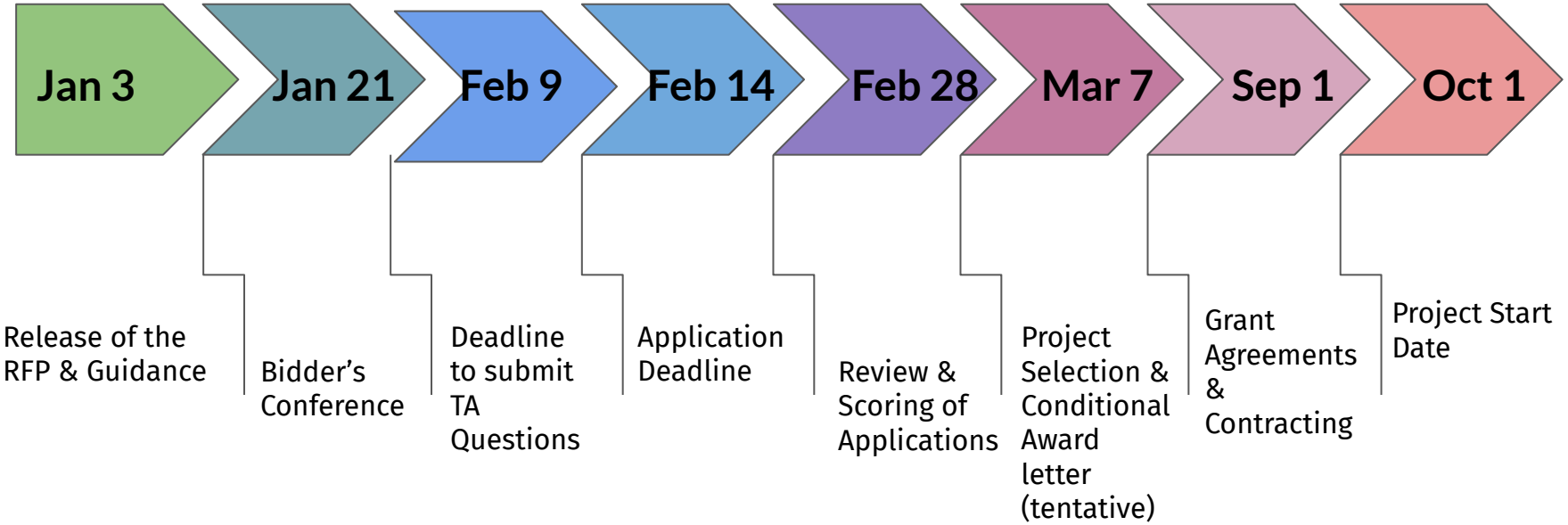
Timeline



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Resources and Q/A

Technical Assistance

Assistance available includes answers about funding regulations and application requirements and discussing the proposed project's compliance with program regulations and eligibility for funding. **The deadline for technical assistance (including submitting questions) is February 9th.** Questions regarding the YHDP RFP process, application templates, and instructions can be directed to HSPApplications@baltimorecity.gov.

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Additional Resources

- Mayor's Office of Homeless Services
- The Baltimore City Journey Home
- U.S. Department of Housing and Urban Development
- National Alliance to End Homelessness
- United States Interagency Council on Homelessness

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Please submit your questions now!

We'll be putting the webinar on mute for 5 minutes while we collect your questions.

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