

YOUTH HOMELESSNESS DEMONSTRATION PROGRAM



REQUEST FOR PROPOSALS

For youth-centered projects in the following areas:

1. Supportive Services - Coordinated Entry (CE)
2. Supportive Services – Non-CE
3. Joint Transitional Housing-Rapid Rehousing

April 19, 2022	Release Date
April 27, 2022	Applicant Workshop
May 3, 2022	Letter of Intent Due
May 31, 2022 at 5:00 pm	Closing Date and Time
Direct questions to	Jan Calvin calvin.jan@yahoo.com

All questions and their answers will be posted on the CoC [website](#).

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PART 1 – GENERAL INFORMATION

Definitions of Terms Used in this Document

BIPOC. BIPOC stands for Black, Indigenous, and People of Color

Continuum of Care (CoC). An entity recognized by HUD to convene partners and coordinate community efforts to address homelessness and accept and consider grant applications for HUD funding, aligned with the Coordinated Community Plan, and submit the region’s priorities to HUD.

Congregate Living. Independent living in separate rooms or units, with opportunities to share activities of daily living with other residents, as one chooses.

Coordinated Community Plan (CCP) to End Youth Homelessness. Serves as a community's blueprint for preventing and ending youth homelessness. The CCP is the result of a comprehensive planning process that brings together diverse stakeholders to develop a coordinated community response to youth homelessness.

Coordinated Entry (CE). A standardized method for connecting individuals and families at risk of or experiencing homelessness to the resources available in a geographic area.

DV. Domestic Violence

ES. Emergency Shelter

HMIS. Homeless Management Information System, an information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and people at risk of homelessness.

Host Home. A model in which a family agrees to permit a youth to reside with them. The family could be related to the youth, and the length of stay may be time-limited or without time limits.

Housing First. A model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). Housing and supportive service only projects can be considered to be using a Housing First model for the purposes of this RFP if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and, for transitional housing projects, do not require any preconditions for moving into the transitional housing (e.g., sobriety or minimum income threshold).

HUD. [United States Department of] Housing and Urban Development

Joint TH and PH-RRH Component Project. The Joint TH and PH-RRH component project combines two program components—transitional housing and permanent housing-rapid rehousing—in a single project to serve individuals experiencing homelessness.

LGBTQ+. Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual

Positive Youth Development (PYD) Model. Defined by the Federal Interagency Working Group on Youth Programs as an intentional, pro-social approach that engages youth in a manner that is productive and constructive; recognizes, utilizes, and enhances youths' strengths; and promotes positive outcomes for young people by providing opportunities, fostering positive relationships, and furnishing the support needed to build on their leadership strengths. PYD programs are generally focused on the following six youth outcomes: Confidence; Character; Connection; Competence; Caring; and Contribution.

See guidelines for [Positive Youth Development](#)

Prevention and Diversion Program. Mobile, flexible, and individualized services that result in youth obtaining and maintaining safe, stable housing instead of entering an episode of homelessness.

Program Participant. A person assisted under a YHDP-funded project.

Project. A group of eligible activities identified as a project in an application to HUD for YHDP funds.

Rapid Re-housing (RRH). An intervention, informed by a Housing First approach that is a critical part of a community's effective homeless crisis response system. Rapid re-housing rapidly connects individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. Rapid rehousing programs help families and individuals living on the streets or in emergency shelters solve the practical and immediate challenges to obtaining permanent housing while reducing the amount of time they experience homelessness, avoiding a near-term return to homelessness, and linking to community resources that enable them to achieve housing stability in the long-term.

RFP. Request for Proposals.

Scattered sites. The services provided in a scattered site model are associated with housing outcomes and not limited to serving program participants in a congregate setting.

SSO. Supportive Services Only, projects where YHDP funds only pay for services, not housing assistance.

Trauma Informed Care (TIC) Model. An approach that recognizes the widespread impact of trauma and understands potential paths for recovery, recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system, responds by fully integrating knowledge about trauma into policies, procedures, and practices and seeks to actively resist re-traumatization. TIC models generally include a focus on the following: safety; trustworthiness and transparency; peer support; collaboration and mutuality; empowerment; voice and choice; and cultural, historical, and gender issues.

Transitional Housing (TH). Medium-term housing (up to 24 months, or up to 36 months with exceptions), sometimes with supportive services for homeless individuals. TH is not considered permanent housing as youth do not have a lease in their name. TH can present as congregate living or scattered site with master leasing.

Youth Action Board (YAB). A group of youth included in CoC decisions, particularly on policies that relate to preventing and ending youth homelessness. Each YAB member is age 24 years or younger and YAB members are homeless or formerly homeless. The YAB is part of the CoC's organizational structure and is also called "Backbone."

YYA. Youth and young adults under the age of 25 years.

Introduction

The Mid-Willamette Valley Homeless Alliance, or “Alliance,” is a collaborative organization engaging in a communitywide commitment to coordinate, leverage, and align efforts and resources to prevent and end homelessness in the Marion-Polk region.

The Alliance’s purpose is executed through three main goals:

1. Quickly rehousing homeless individuals, including unaccompanied youth and families, while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
2. Promoting access to and effective utilization of mainstream housing and homeless services programs by homeless individuals; and
3. Optimizing self-sufficiency among individuals and families experiencing homelessness.

Recognized by the U.S. Department of Housing and Urban Development in December 2019 as the Marion-Polk region’s Continuum of Care (CoC), the Alliance does not provide direct services. Rather, it focuses on communitywide planning and coordination; e.g., aligning services, implementing a strategic plan, collecting and analyzing data, expanding agency participation in Coordinated Entry, bringing chronic and Veteran homelessness to functional zero through the Built for Zero system improvement methodology. The Alliance is also responsible for annually compiling a single community application for federal Continuum of Care dollars.

The federal Continuum of Care program began in 1994. In Marion and Polk counties, the program was coordinated by Mid-Willamette Valley Community Action until 2011, when the group of participating agencies decided to join 26 other counties in the Rural Oregon Continuum of Care.

In 2016, four local governments convened the Mid-Willamette Homeless Initiative, developing a region-wide strategic plan that included exploring the region’s CoC structure. In October 2018, the initiative assessed more than 550 community programs to identify gaps in services.

Leaders, recognizing the critical importance of addressing these local needs, championed reconstituting the two-county Salem/Marion-Polk CoC, OR-504 – this time with greater local government investment and engagement.

The Alliance is supported by the ORS 190 Entity, Mid-Willamette Valley Homeless Alliance, an intergovernmental organization which serves as the Collaborative Applicant for the annual funding application and is responsible for financial, legal, and other administrative functions.

Youth Homelessness Demonstration Program

On September 15, 2021, HUD announced that the Mid-Willamette Valley Homeless Alliance (Alliance) was one of 33 communities across the nation to receive U.S. Department of Housing & Urban Development (HUD) funding through the Youth Homelessness Demonstration Program (YHDP). The YHDP was funded by Congress to implement projects that demonstrate how a comprehensive approach to serving homeless youth, age 24 and younger, can dramatically reduce homelessness.

The Alliance secured \$3,691,542 to

1. Engage critical stakeholders, including youth and young adults with lived experience of homelessness;
2. Analyze the needs of youth and young adults at-risk of or experiencing homelessness in their community; and
3. Determine specific actions and fund interventions to substantially decrease youth and young adult homelessness in the community.

YHDP is a relatively new initiative designed to reduce the number of youth and young adults experiencing homelessness. HUD's goal is to support selected communities, including rural, suburban, and urban areas across the United States, in the development and implementation of a coordinated community approach to preventing and ending youth and young adult homelessness.

HUD's YHDP Goals:

- Produce Coordinated Community Plans
- Ensure youth-led governance
- Expand capacity and pilot new models
- Build national momentum
- Lead with equity
- Strengthen cross-system partnerships
- Prevent and end homelessness for youth and young adults

Since YHDP funds are renewable, the YHDP funding process will eventually be merged with the annual local competition in conjunction with the HUD Continuum of Care Notice of Funding Opportunity.

Information related to this funding opportunity is posted on the Alliance's website at: <https://mwvhomelessalliance.org/youth-homeless-demo-program-yhdp/>

Development of the Mid-Willamette Valley Homeless Alliance's (Alliance) Coordinated Community Plan (CCP) to End Youth Homelessness

The Alliance's [CCP](#) was developed through a collaborative effort between local government and nonprofit agencies and youth and young adults with lived experiences with homelessness. The CCP outlines the need for homeless youth services in the Marion-Polk region and the plans set forth to reach those goals.

More than 170 people from 72 organizations participated in developing the Coordinated Community Plan. This formed cross-system conversations without silos. The Youth Action Board (Backbone) discussed planning topics for their meetings and several Backbone members were active and vocal participants in the Planning Team (which met weekly Dec 2021-March 2022).

Vision, Values, Goals Outlined in the CCP

Shared community vision statement:

Every youth and young adult have a safe and stable place in their community to live, sleep, connect and thrive, where each unique individual feels valued being their authentic self and has supported opportunities to become confidently self-sufficient.

Core values were identified and agreed upon to guide all steps of CCP planning and implementation:

- Include youth leadership
- Elevate youth choice
- Center equity and inclusion
- Prioritize urgent needs
- Focus on people over systems

CCP Goals

1. COMPREHENSIVE. The community identifies all unaccompanied youth.
2. STRATEGIC. The community uses prevention and diversion strategies whenever possible, and otherwise provides immediate access to low barrier crisis housing and services to any youth who needs and wants it.
3. COORDINATED ENTRY. The community uses coordinated entry processes to effectively link all youth experiencing homelessness to housing and services solutions that are tailored to their needs.
4. PERMANENT HOUSING. The community acts with urgency and swiftly assists youth to move into permanent or non-time-limited housing options with appropriate services and supports.
5. SUSTAINABILITY. The community has resources, plans, and system capacity in place to continue to prevent and quickly end future experiences of homelessness among youth.
6. EQUITY. The community has a comprehensive youth homelessness system that ensures equity in access, experiences while seeking and receiving services, and outcomes for all YYAs across the CoC's geographic region.

Who Is Eligible to Apply for YHDP Funding?

Eligible applicants for YHDP funding (Project Applicants) are nonprofit and government organizations.

For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.

To be considered for funding, Project Applicants must complete and submit all the information required by HUD and the Alliance by the established due dates and times. See [Attachment 1](#) for complete list of documents to be submitted. All subrecipients must also meet the eligibility standards as described in this RFP and [HUD's YHDP Appendix A](#). Project Applicants are required to submit documentation of their subrecipients' (if any) eligibility with the application.

Eligible Projects

The YHDP award for the Marion-Polk region is approximately \$1.69 million per year. The Alliance seeks two-year proposals for youth-centered projects in the following areas

1. Supportive Services - Coordinated Entry (CE)
2. Supportive Services – Non-CE
3. Joint Transitional Housing-Rapid Rehousing

All projects must incorporate a Housing First approach that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). Housing and supportive services projects can be considered to be using a Housing First model for the purposes of this RFP if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and, for transitional housing projects, do not require any preconditions for moving into the transitional housing (e.g., sobriety or minimum income threshold).

NEW PROJECTS ONLY: YHDP funding is for entirely new projects. Organizations may not request funds to support a preexisting project, even if the new funds would expand the number of youth the existing project could serve. Applicants may request funding for new projects according to the project types outlined in Section II.D.3 of Appendix A and exceptions consistent with requirements in I.C.I(b) of Appendix A.

SPECIAL YHDP ACTIVITIES: Project applicants are encouraged to apply for innovative project models according to the needs of local youth experiencing homelessness, even when those project models would require a waiver or exception to regulations found within the Continuum of Care (CoC) Program Interim Rule. Because this is a demonstration program, HUD has broader discretion to fund

activities outside of the normal CoC Program activities, though project applicants will need to demonstrate the need for using funds in a manner not currently supported under the CoC Program Interim Rule in their project application.

The e-snaps application asks if the project will provide any Special YHDP Activities and provides a list of these activities. The applicant must indicate which (if any) Special YHDP activities will be provided.

PROJECT BUDGET: A minimum 25% match is required for projects funded through this RFP. Match funds should be clearly outlined in the proposed budget, and applicants must provide a letter that describes the original source of the match.

A match is actual cash or in-kind resources contributed to the grant. All costs paid for with matching funds must be for activities that are eligible under the CoC Program, even if the recipient is not receiving CoC Program grant funds for that activity. All grant funds must be matched with an amount no less than 25% of the awarded grant amount (excluding the amount awarded to the leasing budget line item) with cash or in-kind resources. Match resources may be from public (not statutorily prohibited by the funding agency from being used as a match) or private resources. See 24 CFR § 578.73 - Matching Requirements for more information. <https://www.govinfo.gov/content/pkg/CFR-2017-title24-vol3/xml/CFR-2017-title24-vol3-part578.xml#seqnum578.73>

Agencies may find they need to further supplement the funding provided to ensure all requirements and client needs are met.

See [Appendix A 1.C.1\(b\)\(3\)](#) for exceptions to the match requirement.

Administration costs are limited by HUD to no more than 10% of the total amount available.

All costs proposed in the grant application to be covered by YHDP grant funds or the 25% required match must be costs allowable by HUD. See Appendix A for further information.

Timeline

Dates	Time	
April 6	N/A	CoC releases information about upcoming RFP in email to stakeholder list.
April 19	8:00 pm	CoC announces and distributes YHDP RFP to CoC membership, stakeholders, and the public.
April 19 – May 31		Interested applicants may begin drafting project applications (Note: do not submit until after the Applicant Workshop). Deadline to submit applications to the CoC is May 31, 5:00 pm.
April 19	8:00 pm	YHDP Request for Proposals and related materials posted on CoC website: Youth Homeless Demo Program (YHDP) – Mid-Willamette Valley Homeless Alliance (mwvhomelessalliance.org)
April 27	10 am -Noon	<p>APPLICANT WORKSHOP: ALL interested applicants are strongly encouraged to send an agency representative on <u>April 27, 2022, 10 am – Noon</u>, via Zoom:</p> <ul style="list-style-type: none"> • 10:00-10:30 am Overview & Funding Focus • 10:30-11:30 am Application Instructions • 11:30-12:00 pm Q & A <p>Zoom: https://us02web.zoom.us/j/87681280234?pwd=WnRZRnZtYjI6bWdjYndJVWQ0RUdEzZ09 Meeting ID: 876 8128 0234 Passcode: 855568 One tap mobile +12532158782,,87681280234#,,,,*855568#</p> <ul style="list-style-type: none"> • Recording of Applicant Workshop will be posted to CoC website within a few days of the workshop.
May 3	5:00 pm	REQUIRED LETTERS OF INTENT DUE: one paragraph minimum, include agency name, primary contact person's name and contact information, proposed project type, estimated funding request, and brief description of project concept. Submit letters of intent to Lisa Trauernicht: LisaMostlyConsulting@gmail.com
May 3-31		Applicants may submit questions to Jan Calvin: calvin.jan@yahoo.com . Responses will be posted on the website, generally within two business days.
May 31	5:00 pm	APPLICATIONS DUE: Applications and attachments are due in e-snaps by 5:00 pm. A PDF copy of the e-snaps application, responses to supplemental questions, and a signed copy of the Local Competition Application Certification are to be submitted to Lisa Trauernicht: LisaMostlyConsulting@gmail.com by 5:00 pm. <i>No late applications will be accepted</i>
June 3 & 4	TBD	YHDP Review & Ranking Committee meets to review, score, and make recommended project rankings.
June 6	TBD	Save the Date: APPLICANT INTERVIEWS with Review & Ranking Committee (if conducted). Preliminary Prioritized List will be sent to applicants by email and posted on the CoC website by 8:00 pm.

Dates	Time	
June 8	11:59 pm	NOTICE OF INTENT TO APPEAL DUE: Any applicant seeking to appeal its ranking on the Preliminary Prioritized List must submit its intent in writing to Lisa Trauernicht, LisaMostlyConsulting@gmail.com <i>*Intent to Appeal submission does not bind the organization to submit a formal appeal.</i>
June 13	3:00 pm	APPEALS LETTERS DUE: Appeals letters must be submitted to Lisa Trauernicht, LisaMostlyConsulting@gmail.com . (See RFP instructions for details.)
June 13 or 14	TBD	Appeals Committee meets (if necessary) to review appeals (if any), recalculate scores for approved appeals, and re-rank priority projects (if warranted).
June 14	8:00 pm	Written notice provided to appeals applicants. All applicants officially notified of scores and ranking.
June 15	Noon	Applicants will be notified about: (1) participating in an introductory meeting with the Youth Action Board (June 16-20, TBA), and (2) requested revisions to project applications in e-snaps (due by June 22).
June 16-17	TBA	Office hours for e-snaps revisions.
June 20	5-7 -pm	Youth Action Board (“Backbone”) completes review of applications and approves a letter of support.
June 22	11:59 pm	e-snaps DEADLINE: All project applications must be finalized in e-snaps.
June 23	3-5:00 pm	CoC Board approves Final Prioritized List.
June 27	11:59 pm	Final Prioritized List submitted to HUD. HUD will initiate project contracts, expected in September. Note that conditional award funding is typically based on the submitted Final Prioritized List of local projects; however, actual awards and award amounts are determined by HUD.

PART II – PROJECT INFORMATION

YHDP-funded projects are anticipated to enter into contracts by mid-September 2022.

The Alliance's YHDP funds will support the following project types:

1. Supportive Services - Coordinated Entry (CE)
2. Supportive Services – Non-CE
3. Joint Transitional Housing-Rapid Rehousing.

Clients to be served in YHDP projects must fall under the following HUD categories of homelessness:

Category 1 – Literal Homeless is defined as youth or young adults (YYAs) living in:

- Shelter, including emergency shelter, transitional housing, or hotel or motel paid by government or charity
- Street or other place not meant for human habitation (ex. car, garage, park, abandoned building)
- An institution (ex. jail, hospital, juvenile detention) that the youth is exiting and where youth was resident for 90 days or less AND the youth resided in emergency shelter or place not meant for human habitation immediately prior to entering that institution

Category 2 – Imminent Risk of Homelessness is defined as YYAs living in:

- Own housing, but being evicted within 14 days
- A hotel or motel paid for by the youth, family, or friends where the youth cannot stay for more than 14 days (often due to lack of ability to continue paying)
- Housing with family or friends and being asked to leave within 14 days

Additionally, the youth must have no safe alternative housing, resources, or support networks to maintain or obtain permanent housing.

Category 4 – Fleeing Domestic Violence is defined as any an unaccompanied youth or young adult who:

- Is fleeing or attempting to flee their housing or the place they are staying because of domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions related to violence that has taken place in the house or has made them afraid to return to the house, including:
 - Trading sex for housing
 - Trafficking
 - Physical abuse
 - Violence (or perceived threat of violence) because of the youth's sexual orientation

Additionally, the youth must have no safe, alternative housing, resources, or support networks to maintain or obtain permanent housing

See [CoC Interim Rule \(24 CFR 578.3\)](#) for a full explanation of definitions.

Each project type listed in the charts below specifies the target population and projected number of youth and/or young adults to be served annually, as well as descriptions of desired outcomes and how YHDP principles are to be addressed.

Supportive Services Only (SSO) – Coordinated Entry (CE)

The Alliance uses a Coordinated Entry System to effectively link individuals and families experiencing homelessness to housing and services solutions that are tailored to their needs. Coordinated Entry assures equity in access, assessment, prioritization, and referral to housing and related services across the geographic region.

Projects in this category should enhance and integrate with the Alliance’s current Coordinated Entry System to engage and serve youth and young adults.

Funding for SSO-CE projects will be provided through the Youth Homeless Demonstration Program (YHDP) under the HUD Continuum of Care (CoC). Eligible costs are those defined under the CoC Interim Rule (24 CFR 578).

Supportive Services Only (SSO) – Coordinated Entry (CE)	
PROJECT ELEMENTS	PROJECT REQUIREMENTS
Core elements of the project	Coordinated Entry, assuring equity in access, assessment, prioritization, and referral to housing and related services across the geographic region
Target population (required) – HUD definition of homelessness	Category 1 – Literal Homeless Category 2 – Imminent Risk of Homelessness Category 4 – Fleeing Domestic Violence
Target population (prioritized)	YYAs in Rural Areas, LGBTQ+, BIPOC, pregnant/parenting
Projected number of youth or young adults to be served (annual)	600
Supportive services description	Front porch services to engage YYAs in Coordinated Entry, conduct age-appropriate assessments, and facilitate prioritization and referrals
Innovative strategies to be built into implementation	Cross-agency partnerships and peer navigators
Desired outcomes	Harm reduction, self-efficacy, positive social connections, engagement in education and/or employment, and increased housing stability
USICH outcomes addressed https://www.usich.gov/goals/youth/	
a. Stable housing	CE and peer navigator services and support for YYAs to make informed choices that increase housing stability
b. Permanent connections	CE and peer navigator services and support for YYAs to make informed choices that increase positive social connections
c. Education/Employment	CE and peer navigator services and support for YYAs to make informed choices that maintain and/or increase engagement in education/employment
d. Social-emotional well-being	Staff trained in Motivational Interviewing, Trauma-informed Practices, and Positive Youth Development
YHDP principles to be addressed	
a. Special populations	Working with intermediary organizations to reach and support youth in rural areas, those who identify LGBTQ+, and who are pregnant and/or parenting
b. Equity	All staff trained in cultural humility and fair housing laws

c. Positive youth development	All staff trained in Positive Youth Development
d. Trauma-informed care	All staff trained in Trauma-informed Care
e. Housing First	Consistent with CoC policies and practices honoring the Housing First model
f. Unsheltered homelessness	Connection to existing services through robust Coordinated Entry services
g. Youth choice	Consistent with CoC policies and practices honoring client choice
h. Individualized & Client-Driven Supports	Peer navigators
i. Coordinated Entry	Expanding outreach and access to CE, using the TAY-SPDAT and developing age-appropriate assessment for younger youth, peer navigators to support youth choice and advocacy.
Projected Cost	\$200,000 - \$350,000 per year <i>This is an estimated amount. The funding process is responsive to applications received and may fund at a higher or lower level than noted in this section.</i>

Supportive Services Only (SSO) – Non-CE

SSO projects that are making significant impacts on preventing and ending youth homelessness are developed with the [USICH outcomes](#) and YHDP principles embedded in their design and implementation. They are trauma-informed, focus on positive youth development strategies, and provide supports that are youth-driven and led. SSOs can serve all youth or focus on specific target populations, such as youth who identify as lesbian, gay, bisexual, transgender, and questioning (LGBTQ+), youth who are gender non-conforming, minors who are under the age of 18, youth involved with child welfare, juvenile justice or other systems, or victims of sexual assault, sexual trafficking and exploitation.

Funding for SSO – Non-CE projects will be provided through the Youth Homeless Demonstration Program (YHDP) under the HUD Continuum of Care (CoC). Eligible costs are those defined under the CoC Interim Rule (24 CFR 578).

SSO – Non-CE Project Types	
PROJECT TYPE	PROJECT DESCRIPTION
Diversion	Supports offered at the front door of the system to assist youth in finding or maintaining safe & appropriate housing before entering an episode of homelessness. Diversion is a Housing Problem Solving technique that focuses on strategies to help young people identify housing options and avoid an episode of homelessness.
Outreach	An opportunity to engage youth who are unsheltered, providing basic needs assistance, and connections to necessary resources, including shelter & housing.
Drop-in-Center	A physical space designed to offer basic needs assistance, connection to other systems, and diversion service.
Host Homes	A short-term, family-based setting that can offer youth a safe alternative to shelter.
Navigation	Supports offered to assist young people who are at risk of or experiencing literal homelessness, navigate complex systems, and provide direct support to youth in crisis as they engage with the coordinated entry system.

Funds may be used for:

- Acquisition, rehabilitation, relocation costs, or leasing of a facility from which supportive services will be provided; or
- Supportive services to unsheltered and sheltered homeless persons for whom the recipient or subrecipient is not providing housing or housing assistance, including street outreach.

Supportive Services (SS) – Non-CE	
PROJECT ELEMENTS	PROJECT REQUIREMENTS
Core elements of the project	Front porch services to engage YYAs. Project types: diversion, street outreach, drop-in center, host homes, and navigation.
Target population (required) – HUD definition of homelessness	Category 1 – Literal Homeless Category 2 – Imminent Risk of Homelessness Category 4 – Fleeing Domestic Violence
Target population (prioritized)	YYAs in Rural Areas, LGBTQ+, BIPOC, pregnant/parenting
Projected number YYAs to be served (annual)	300
Supportive services description	Front porch services to engage YYAs and support swift connection to services and positive social supports
Innovative strategies to be built into implementation	Cross-agency partnerships and peer navigators
Desired outcomes	Harm reduction, self-efficacy, positive social connections
USICH outcomes addressed https://www.usich.gov/goals/youth/	
a. Stable housing	Peer and near-peer navigator services and support for YYAs to make informed choices that increase housing stability
b. Permanent connections	Peer and near-peer navigator services and support for YYAs to make informed choices that increase positive social connections
c. Education/Employment	Peer and near-peer navigator services and support for YYAs to make informed choices that maintain and/or increase engagement in education/employment
d. Social-emotional well-being	Staff trained in Motivational Interviewing, Trauma-informed Practices, and Positive Youth Development
YHDP principles to be addressed	
a. Special populations	Working with and through intermediary organizations to reach and support youth in rural areas, and those who identify LGBTQ+, and who are pregnant and/or parenting
b. Equity	All staff trained in Cultural Humility and about fair housing laws
c. Positive youth development	All staff trained in Positive Youth Development
d. Trauma-informed care	All staff trained in Trauma-informed Care
e. Family engagement	Client-centered support, including support for family engagement should the YYA so desire
f. Housing First Model	Consistent with CoC policies & practices honoring Housing First
g. Unsheltered homelessness	Connection to existing services through robust Coordinated Entry services
h. Youth choice	Consistent with CoC policies and practices honoring client choice
i. Individualized & client-driven supports	Peer navigators
j. Social & community integration	Motivational Interviewing, youth-directed action planning, and supportive services
k. Coordinated Entry	Interface with the CoC’s CE System, including a phased approach to engaging YYAs in age-appropriate assessments and relevant referrals
Projected cost	\$200,000 - \$350,000 per year <i>This is an estimated amount. The funding process is responsive to applications received and may fund at a higher or lower level than noted in this section.</i>

Joint Transitional Housing (TH) – Rapid Re-housing (RRH)

Joint TH and RRH projects combine two program components, transitional housing and rapid re-housing in a single project to serve individuals experiencing homelessness. This project model is particularly useful for youth and young adults (YYA) experiencing homelessness, since it can provide the intensive support of TH while still facilitating greater self-sufficiency through the RRH portion of the project.

(<https://files.hudexchange.info/resources/documents/YHDP-TH-RRH-Joint-Component-Project.pdf>)

If funded, HUD will limit eligible costs as follows:

- leasing of a structure or units, and operating costs to provide transitional housing;
- short- or medium-term tenant-based rental assistance on behalf of program participants in the rapid rehousing portion of the project;
- supportive services for the entire project;
- HMIS; and
- project administrative costs.

If awarded, recipients or subrecipients must be able to provide both components (TH-RRH, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the PH-RRH component, to all program participants up to 24 months as needed by the program participants. For example, a program participant may only need the temporary stay in transitional housing unit, but the recipient or subrecipient must be able to make available the financial assistance and supportive services that traditionally comes with rapid re-housing assistance to that program participant. This does not mean, however, that the applicant is required to request funding from the CoC Program for both portions of the project (e.g., the applicant may leverage other resources to pay for either the transitional housing portion of the project or the RRH portion of the project).

HUD provides a training webinar to help grantees understand the key requirements for HUD-funded Joint Component Projects, eligibility requirements for HUD-funded Joint Component Projects, and to learn key strategies for increasing the effectiveness of joint component projects. See link below for more information.

<https://www.hudexchange.info/trainings/courses/joint-th-rrh-component-projects/2941/>

To learn more about this project type, please see

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-program-components/joint-th-ph-rrh/>

Eligible Costs and Activities

Funding for TH-RRH projects is provided through the Youth Homeless Demonstration Program (YHDP) under the HUD Continuum of Care (CoC). Eligible costs are those defined under the CoC Interim Rule ([24 CFR 578](#) - §578.37 Subpart D—Program Components and Eligible Costs)

General, eligible program costs for RRH include:

- Rental Assistance (monthly rental payments) (24 CFR 578.51)

- Housing Location/Stabilization Services (e.g., housing search, tenant counseling, arranging for utilities, assessment of housing barriers, housing stability planning, arranging for moving, negotiating with landlords, submitting rental applications, etc.)
- Supportive Services (24 CFR 578.53):
 - Annual assessment of service needs;
 - Moving costs;
 - Utility deposits;
 - Case management (See 24 CFR 578.53 for full details)

The costs of assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant(s) are eligible costs. Services and activities consist of:

 - Counseling;
 - Developing, securing, and coordinating services;
 - Using the centralized or coordinated assessment system;
 - Obtaining federal, state, and local benefits;
 - Monitoring and evaluating program participant progress;
 - Providing information and referrals to other providers;
 - Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, and stalking; and
 - Developing an individualized housing and service plan, including planning a path to permanent housing stability.
 - Housing search and counseling services. Costs of assisting eligible program participants to locate, obtain, and retain suitable housing are eligible.
 - Life skills training. The costs of teaching critical life management skills that may never have been learned or have been lost during physical or mental illness, domestic violence, substance abuse, and homelessness are eligible. These services must be necessary to assist the program participant to function independently in the community. Component life skills training are the budgeting of resources and money management, household management, conflict management, shopping for food and other needed items, nutrition, the use of public transportation, and parent training.
 - Mental health services
 - Outpatient health services
 - Outreach services
 - Substance use treatment services
 - Other Supportive Services.
 - Childcare;
 - Education services;
 - Employment assistance and job training;
 - Food;
 - Mediation with property owners and landlords on behalf of eligible program participants;
 - Credit counseling, accessing a free personal credit report, and resolving personal credit issues;
 - Rental application fees;
 - Legal services;

- Transportation.
 - Direct provision of services. If the service described above are being directly delivered by the recipient or subrecipient, eligible costs for those services also include: The costs of labor or supplies, and materials incurred by the provider in directly providing supportive services to program participants; and the salary and benefit packages of the program staff who directly deliver the services.
- Administration (24 CFR 578.59(a)) (limited)
 - In addition to the eligible costs listed in 24 CFR 578.59(a), agencies receiving YHDP funds may use project administrative funds to support costs associated with involving youth with lived experience in project implementation, execution, and improvement.
 - All funded projects will remit 1% of funding to the CoC to support eligible costs.

For Joint TH-RRH projects, eligible costs include the above costs for the RRH portion, in addition to those noted below for the TH portion only:

- Leasing. (24 CFR 578.49) A structure or structures, or portions thereof, to provide housing or supportive services; Utilities; Security Deposits.
- Operations. (24 CFR 578.55)
 - The maintenance and repair of housing;
 - Property taxes and insurance;
 - Building security for a structure where more than 50 percent of the units or area is paid for with grant funds;
 - Electricity, gas, and water;
 - Furniture; and Equipment.

Complete details on eligible costs can be found in 24 CFR 578, CoC Interim Rule. Individual program guidance should be followed when determining eligible program costs under the available funding source. Additional costs and eligible activities can be found in HUD YHDP [Appendix A](#).

HUD has not imposed time limits that program participants can reside in either portion of the Joint TH and PH-RRH Component project; however, the total length of assistance that a program participant can receive in the entire project is 24 months. This means if the program participant resides in the transitional housing portion of the project for 3 months, they can receive up to 21 additional months of RRH assistance.

When designing this type of project, it is important to keep in mind:

- The recipient or subrecipient cannot dictate minimum stays in either portion of the project (e.g., the recipient cannot require a program participant to reside in the transitional housing portion of the project a specific length of time).
- Program participants should receive only the assistance they need to safely and stably exit homelessness; therefore, not all program participants should automatically receive 24 months of assistance.
- The CoC will need to develop written standards for prioritizing this type of assistance locally and recipients and subrecipients will be required to follow the CoC's written standards.

Joint Transitional Housing-Rapid Re-housing

PROJECT ELEMENTS	PROJECT REQUIREMENTS
Core elements of the project	Swift access to transitional housing linked to RRH, provided with peer and near-peer navigators and trauma-informed case management designed on the principles of positive youth development. NOTE: Oregon law allows anyone over the age of 16 to sign a lease.
Target population (required) – HUD definition of homelessness	Category 1 – Literal Homeless Category 2 – Imminent Risk of Homelessness
Target population (prioritized)	YYAs in Rural Areas, LGBTQ+, BIPOC
Projected number of youth and young adults to be served (annual)	40-50
Innovative strategies to be built into implementation	Joint TH-RRH with peer and near-peer navigators matched with seasoned case managers
Desired outcomes	Housing stability and social-emotional well-being
USICH outcomes addressed https://www.usich.gov/goals/youth/	
a. Stable housing	Peer and near-peer navigators and case management in a transitional housing setting with life skills supports to prepare for independent living in RRH and transitioning to self-sufficiency
b. Permanent connections	Peer and near-peer navigators and case management to support the client in their chosen pathway to build positive permanent connections
c. Education/Employment	Peer and near-peer navigators and case management to support the client in their chosen pathway to education and employment
d. Social-emotional well-being	Peer and near-peer navigators and case management to support the client in their chosen pathway toward self-actualization
YHDP principles to be addressed	
a. Special populations	Working with and through intermediary organizations to reach and support youth in rural areas, and those who identify LGBTQ+
b. Equity	All staff trained in Cultural Humility and about fair housing laws
c. Positive youth development	All staff trained in Positive Youth Development
d. Trauma-informed care	All staff trained in Trauma-informed Care
e. Family engagement	Client-centered support, including support for family engagement should the YYA so desire
f. Housing First	Consistent with CoC policies and practices honoring the Housing First model
g. Unsheltered homelessness	Connection to existing services through robust Coordinated Entry services
h. Youth choice	Consistent with CoC policies and practices honoring client choice
i. Individualized & client-driven supports	Peer and near-peer navigators and case managers who specialize working with youth and young adults
j. Social & community integration	Peer and near-peer navigators and case managers who specialize working with youth and young adults; client plans will include goals for social connections
k. Coordinated Entry	Use of the CoC's Coordinated Entry System and corresponding policies and procedures
Projected cost	\$1,000,000 - \$1,300,000 per year <i>This is an estimated amount. The funding process is responsive to applications received and may fund at a higher or lower level than noted in this section.</i>

PART III – GENERAL INSTRUCTIONS

Proposal Preparation and Submission

1. APPLICANT WORKSHOP: **April 27, 2022, 10 am – Noon, via Zoom**

All interested applicants are strongly encouraged to send an agency representative to the workshop to hear more about YHDP and this funding opportunity, and ask questions.

AGENDA: 10:00-10:30 am Overview & Funding Focus
 10:30-11:30 am Application Instructions
 11:30-12:00 pm Q & A

Zoom: <https://us02web.zoom.us/j/87681280234?pwd=WnRZRnZtYjl6bWdjYndJVWQ0RUdEZz09>

Dial by your location 1 253 215 8782 US (Tacoma)

Meeting ID: 876 8128 0234 Passcode: 855568

Recording of Applicant Workshop will be posted to [CoC website](#) within a few days of the workshop.

2. REQUIRED LETTER OF INTENT: All applicants are required to submit a one paragraph minimum, letter of intent to apply that includes:

- Agency name;
- Primary contact person's name and contact information;
- Proposed project type, estimated funding request;
- Brief description of project concept; and
- Clear description of any proposed YHDP strategies requiring notice to HUD or a HUD exception, as explained in Appendix A, I.C.1 (a) and (b) and II.D.3.

Submit letters of intent by 5:00pm on May 3, 2022, to Lisa Trauernicht, lisamostlyconsulting@gmail.com

3. Proposers are responsible for reading and understanding all portions of the solicitation documents, including attachments and addenda, if any, and to include all requirements in their proposal. To be responsive, proposals must be made in writing, and address requests for information contained in the RFP. Proposals must be submitted in the required form and contain all required documents and responses, be signed by the proposer or its authorized representative, and submitted in the manner and number described in the RFP.

By submitting a proposal, proposer acknowledges that the proposer has read and understands the terms and conditions applicable to this RFP and accepts and agrees to be bound by the terms and conditions of the contract, including the obligation to perform the scope of work and meet the performance standards.

Proposals submitted in response to this RFP become public records under Oregon law and will be subject to disclosure to any person or organization that submits a

public records request. Applications will be made public after scoring determinations are made, as required by HUD, regardless of ranking.

4. All potential project applicants must register in HUD's e-snaps internet-based data reporting and application system with active profiles and authorized representatives to complete submission. <https://www.hudexchange.info/programs/e-snaps/>
5. For questions regarding project applications, and how they are affected by HUD statute, regulations, and policy, send an email to Alliance staff consultant, Jan Calvin at calvin.jan@yahoo.com for clarification. Written questions and the responses will be posted to the CoC website, generally within two business days.

Project applicants can find additional information on [HUD's website](#) regarding the YHDP Program requirements. The [HUD Exchange](#) also includes unofficial YHDP Program information developed by technical assistance providers. Applicants may also send an email to YouthDemo@hud.gov to submit questions or concerns about program requirements.

6. Proposers are required to acknowledge that any proposal may be disclosed in its entirety to any person or organization making a records request, except for such information as may be exempt from disclosure under the law. Each proposer must clearly identify all information included in its proposal that is claimed to be exempt from disclosure. If the Alliance receives a records request, including subpoena, covering information the proposer believes is covered by an applicable public records exemption, it is the proposer's responsibility to defend and indemnify the Alliance for any costs associated with establishing such an exemption.
7. A proposer may withdraw its proposal at any time prior to the deadline set for receipt of proposals and may provide a new proposal in the manner stated in the RFP. The Alliance will not consider proposals received after the time and date indicated for receipt of proposals. A proposer may not modify its proposal after it has been finalized in e-snaps.
8. **Submission.** Applications are to be submitted, as follows:
 - a. Respond to ALL application questions required in e-snaps, incorporating information into those answers that is designated as SUPPLEMENTAL INFORMATION in PART IV, Sections 1-5 of this RFP.

If there is a character limit in e-snaps that prevents a full response that includes the supplemental information, create and submit a separate document clearly labeling PART IV, Sections 1-5 and your response to each of the requests for supplemental information.

- b. Provide a PDF document of
 - i. The e-snaps submission, along with responses to SUPPLEMENTAL QUESTIONS identified in PART IV – Proposal Content section of this RFP
 - ii. All supplemental information that exceeds character limitations in the corresponding e-snaps items, and

- iii. Required supplemental materials. See [Attachment 1](#) for a list of required materials to be submitted.

Submit to Lisa Trauernicht, lisamostlyconsulting@gmail.com by **5:00 pm May 31, 2022**.

Late applications will not be accepted.

9. All projects must meet the minimum threshold and compliance requirements listed in the Local Competition Application Certification, published in this RFP and posted on the CoC website, described in Appendix A (pages 13-16), and be responsive to this RFP.

CoC staff will screen all submissions to determine that threshold criteria have been met and conduct a technical review of selected items identified on the scoring tools. Projects that meet threshold criteria will be forwarded to the YHDP R&R Committee for review and ranking. Project applicants will be informed of the results of the threshold criteria screening and provided a written report describing any shortcomings.

The CoC reserves the right to waive technical defects, discrepancies, and minor irregularities. Mistakes discovered during the technical review where the intended correct statement or amount is clearly evident or properly substantiated may be corrected. Where the intended correct statement or amount is not clearly evident or cannot be substantiated by accompanying documents, and where the statement or amount is material to determining compliance with the minimum requirements of the RFP, the proposal may not be accepted.

Project Review and Ranking

The YHDP Review and Ranking (R&R) Committee members, appointed by the Alliance Board of Directors, will review, score, and rank applications.

The YHDP R&R Committee is comprised of a minimum of six members, with equal numbers of youth and young adults under age 25 who have lived experience with homelessness, with priority given to CoC Youth Action Board members, and adults who serve on the Performance & Evaluation Committee or bring expertise in youth development and youth programming and who may or may not have lived experience with homelessness.

Members of this committee may not have a conflict of interest, defined by federal and state law and described in Article III of the CoC Governance Charter.

Using the CoC-approved scoring tools and other available data, the YHDP R&R Committee will review and rank project applications and prepare a Preliminary Prioritized List for the MWWHA Board of Directors approval.

Project Scoring. Scoring tools will be posted on the CoC website. Committee members will use information they receive from local applications and data to calculate a score for each project using the scoring factors listed in the scoring tools.

Except as specifically indicated, all scoring factors have a minimum of 0 points. Committee members may not assign a project a negative number of points. Similarly, members may not assign “extra credit” that goes above the maximum score listed for a scoring factor in the scoring tool. Members may not use decimal scores (e.g., 2.5 points). The Preliminary Prioritized List may be subject to change if a project files a successful technical appeal or if the CoC board determines changes are required due to urgent community needs. The CoC will then officially adopt the YHDP Final Prioritized List and submit it to HUD.

Interviews. During the project application review process, applicants may be asked for an interview to discuss the project application and scoring may be impacted. The YHDP R&R Committee may request an interview with any applicant. If an application or project details are unclear, or appear inadequate, the applicant may be given an opportunity in the interview to explain and provide additional detail. If the YHDP R&R Committee requests interviews, all applicants within an identified project type will be offered an interview. The CoC reserves the right to make such investigations it deems appropriate to determine whether an applicant is qualified to provide the proposed program services. The CoC may request supplemental written information from an applicant concerning the applicant’s ability to provide services. If an applicant fails to cooperate with an investigation, fails to provide supplemental information, or provides false, misleading, or incomplete information, the CoC may reject the applicant’s proposal.

Assigning Project Ranks. After all projects have been scored, the YHDP R&R Committee will assemble a recommended list for how each project should be ranked in order of funding priority. This Preliminary Prioritized List will be determined by the average scores that members assigned. The YHDP Review and Ranking Committee may exercise scoring discretion based on factors such as alignment with priorities in the Coordinated Community Plan which are based on community need, population served (minors or transitional-age youth), geographic distribution, and the need for rural versus urban services.

Notification of Preliminary Ranking. The CoC will endeavor to notify project applicants as to whether their project was recommended for funding on the Preliminary Prioritized Ranking List within 72 hours of the YHDP R&R Committee meeting adjournment. Project applicants will also receive a more detailed report that includes a full list of project scores along with a scoring breakdown for their own projects in the timeframe published in the local competition timeline.

Appeals. To review all appeals, the Alliance Board of Directors will appoint a YHDP Appeals Committee, comprised of a minimum of four members that includes equal numbers of both youth and young adults with lived experience and adults who serve on the board of directors. A Notification of Intent to Appeal and actual appeals must be received in writing with supporting documentation by the established deadlines. Appeal documentation must be based on the information submitted in the original application. No additional or new information will be considered. The notice of appeal must include a written statement specifying in detail the grounds and rationale asserted for the appeal. Valid appeals will be read, reviewed, and evaluated by the YHDP Appeals Committee, that will meet to consider and deliberate appeals, based on the applicant’s appeal statement and the application materials that the applicant originally submitted to the CoC.

Eligible applicants may appeal both their scores and preliminary rankings; applicants that have not met the threshold eligibility standards are not eligible to appeal. The YHDP Appeals Committee may make modifications to the Preliminary Prioritized List, based on the results of the appeals process. YHDP Appeals Committee decisions must be supported by a 2/3 majority vote.

The following are the threshold eligibility standards which provide the basis for an applicant to appeal:

1. An applicant receives less funding than applied for;
2. An applicant believes its score is not reflective of the application information provided; or
3. An applicant can describe bias or unfairness in the process that warrants the appeal.

The appealing agency will receive a written decision of the Appeals Committee within two (2) business days of the Appeals Committee meeting. Appeals Committee decisions result in the CoC's YHDP Final Prioritized List submitted for approval to the CoC Board.

Upon completion of the review and ranking process, projects approved for inclusion in the CoC's YHDP Final Prioritized List will be asked to finalize their applications in e-snaps. Office hours will be offered to assist applicants.

Supplemental Project Funding. In some circumstances there may be an opportunity after the application deadline for the CoC to recommend allocating supplemental funding to projects. The CoC reserves the right, in its sole discretion, to add funds to one or more of the projects awarded through the local competition process, to recommend entering into new contracts with applicants which were not awarded through this competition process, or to issue a new opportunity to apply for funding.

PART IV – PROPOSAL CONTENT

Required Documentation

Applicants are responsible for responding to all e-snaps items. Please see Appendix A, pages 13-16, for HUD threshold requirements.

Responders must answer items in e-snaps as well as provide the requested SUPPLEMENTAL INFORMATION and answer the SUPPLEMENTAL QUESTIONS listed in this section. Proposals which are incomplete or fail to include all items may be rejected.

In your responses, please follow the sequence of questions or documentation requested in all sections of the Request for Proposals. In addition to the items listed below, there will be additional tables, charts, yes/no items, and narrative response requests in e-snaps.

SECTION 1 – APPLICANT EXPERIENCE Corresponds with e-snaps Section 2B.

- 1.1. **e-snaps ITEM (Screen 2B, #1):** Describe the experience of the Project Applicant and potential subrecipients (if any) in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations.

- 1.1.1. **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): In your response, incorporate the following information.
 - 1.1.1.1. Experience of the Project Applicant receiving other HUD grants.
 - 1.1.1.2. Experience of the Project Applicant in delivering similar projects using federal funding, including housing, supportive service, and/or referral services to unaccompanied youth experiencing homelessness.
- 1.2. **e-snaps ITEM (Screen 2B, #3)**: Describe the basic organization and management structure of the Project Applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system.
 - 1.2.1. **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): In your response, incorporate the following information. History of the Project Applicant's collaboration with other providers or agencies in the Marion-Polk region, including participation with the Continuum of Care.
- 1.3. **SUPPLEMENTAL QUESTION**: (To be included in additional grant materials emailed with submission to Lisa Trauernicht)

Describe the Project Applicant (and potential subrecipients, if any) experience in working with the target population, including clients with disabilities and mental health needs, diverse populations (including youth with cultural and/or linguistic differences, people of color, and LGBTQ+), rural youth, youth involved in the juvenile justice and foster care systems, and youth who are victims of sexual assault, sexual trafficking, and exploitation.
- 1.4. **SUPPLEMENTAL QUESTION**: (To be included in additional grant materials emailed with submission to Lisa Trauernicht)

How has your organization demonstrated commitment to youth and youth outcomes? Include examples of ways your organization has designed and improved services, based on your experience or youth feedback.

SECTION 2 – PROJECT DESCRIPTION Corresponds with e-snaps Section 3B

- 2.1 **e-snaps ITEM (Screen 3B, #1)**: For all project types, provide a description that addresses the entire scope of the project:
 - 2.1.1 Project Design
 - 2.1.1.1 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): The type, scale, and location of the project.
 - 2.1.1.2 **SUPPLEMENTAL INFORMATION for TH-RRH and Supportive Services only** (to be included in your answer in e-snaps): How the project promotes youth choice in terms of the kind of housing youth needs and the extent and nature of supports and services they access.
 - 2.1.1.3 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): How the project meets the needs of rural areas of the Marion-Polk region. If a transitional housing project, how does the project prioritize rural locations in Marion and/or Polk counties?
 - 2.1.1.4 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): When will the project be ready for implementation?
 - 2.1.1.5 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): Describe the project staffing plan, including the numbers and roles of each staff.

- 2.1.1.6 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): List the client to staff ratios for various staff roles.
- 2.1.1.7 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps): Describe how the project will ensure equity and inclusion for diverse populations, including staff training in cultural humility.
- 2.1.2 Target population(s) to be served
 - 2.1.2.1 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) Describe how the project will serve and ensure equity and inclusion for vulnerable and often overrepresented young people, including:
 - 2.1.2.1.1 LGBTQ+ youth;
 - 2.1.2.1.2 Pregnant and parenting youth;
 - 2.1.2.1.3 Rural youth;
 - 2.1.2.1.4 Youth with involvement with juvenile justice and foster care systems;
 - 2.1.2.1.5 Youth of color; and
 - 2.1.2.1.6 Victims of sexual assault, sexual trafficking, and exploitation. Include, in the description, the method of service delivery that includes culturally responsive elements that respond to specific youth needs and staff training that will be provided.
 - 2.1.2.2 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) How will the project provide settings appropriate to the meet the needs of qualified persons with disabilities?
 - 2.1.2.3 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) How the applicant will incorporate positive youth development and trauma informed care into the project;
 - 2.1.2.3.1 Describe how the project will provide meaningful opportunities for youth involvement, engagement, and leadership.
 - 2.1.2.3.2 Describe how youth were involved in project design and how youth will have an ongoing role in project management and evaluation.
- 2.1.3 Types of community partnerships
 - 2.1.3.1 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) How will the project collaborate with other providers or agencies in the Marion-Polk region, and how will the Project Applicant participate with community partners through the Continuum of Care?
- 2.1.4 Outcomes and performance measures
 - 2.1.4.1 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) Describe proposed project outcomes that are objective, measurable, trackable, and meet or exceed any established HUD benchmarks for System Performance Measures.
 - 2.1.4.2 **SUPPLEMENTAL INFORMATION** (to be included in your answer in e-snaps) Describe the Project Applicant's relevant experience using the Homeless Management Information System (HMIS) or another data system to report program outcomes.
- 2.1.5 **SUPPLEMENTAL QUESTIONS** (To be included in additional grant materials emailed with submission to Lisa Trauernicht):
 - FOR COORDINATED ENTRY PROJECTS.**
 - 2.1.5.1 How will participants be assisted to quickly exit homelessness by obtaining or retaining housing?

- 2.1.5.2 Describe the plan for using System Navigators to facilitate program activities in the CE program.
- 2.1.5.3 Describe how the Coordinated Entry project will reach youth throughout the Marion-Polk geographic area.
- 2.1.5.4 In what ways does this CE project tailor its processes and protocols for youth?

SECTION 3 – SUPPORTIVE SERVICES Corresponds with e-snaps Section 4A.

- 3.1 **SUPPLEMENTAL QUESTIONS:** (To be included in additional grant materials emailed with submission to Lisa Trauernicht)
Provide a narrative response to the following questions about Supportive Services:
 - 3.1.1 Provide additional descriptions and plans for supportive services delivery, such as transportation, education, employment, health and social services, follow up, and other opportunities for young people.
 - 3.1.2 Describe the project plan for using peer/near peer navigators to facilitate program activities. Include in your response how the project will ensure that navigators are easily accessible to youth.
 - 3.1.3 Describe how case management will meet the needs of youth in terms of where, when, and how frequently it is provided.
 - 3.1.4 **FOR TH-RRH PROJECTS:** Describe how participants will be assisted to quickly exit homelessness by obtaining or retaining housing.

SECTION 4 – BUDGET Corresponds with e-snaps Section 6A

- 4.1 **SUPPLEMENTAL QUESTION:** (To be included in additional grant materials emailed with submission to Lisa Trauernicht)
 - 4.1.1 Provide any additional information about the budget that has not already been included in the e-snaps tables, including any additional justifications for or explanations about project expenses and/or matching funds.

SECTION 5 – EQUITY

- 5.1 **SUPPLEMENTAL QUESTIONS:** (To be included in additional grant materials emailed with submission to Lisa Trauernicht)
 - 5.1.1 Describe how the Project Applicant will:
 - 5.1.1.1 In what ways have stakeholders with different identities (i.e., race/ethnicity, LGBTQ+, gender non-conforming)—especially those most adversely affected—been informed, meaningfully involved, and authentically represented in the development of this proposal? Who’s missing and how can they be engaged?
 - 5.1.1.2 What positive impacts on equity and inclusion, if any, could result from this proposal? Which identities (i.e., race/ethnicity, LGBTQ+, gender non-conforming) could benefit? Are there further ways to maximize equitable opportunities and impacts?

Attachment 1:

This checklist identifies the documents that are required to be submitted for proposal to be considered for funding.

Submit emailed documents to: Lisa Trauernicht at lisamostlyconsulting@gmail.com **no later than 5:00 pm (PDT) May 31, 2022.**

	Project Application PDF generated from e-snaps
	PDF of SUPPLEMENTAL INFORMATION if not included in the e-snaps document because of character limits.
	1.3. SUPPLEMENTAL QUESTION.
	1.4 SUPPLEMENTAL QUESTION
	2.1.5 SUPPLEMENTAL QUESTIONS: For Coordinated Entry Projects 2.1.5.1, 2.1.5.2, 2.1.5.3, 2.1.5.4
	3.1 SUPPLEMENTAL QUESTIONS 3.1.1, 3.1.2, 3.1.3 3.1.4 For TH-RRH Projects
	4.1. SUPPLEMENTAL QUESTION 4.1.1
	5.1. SUPPLEMENTAL QUESTIONS 5.1.1.1 and 5.1.1.2
	A letter that describes the amount and original source of the required match.
	Local Competition Application Certification, PDF of the form, completed and signed by applicant. (Form is posted on the CoC website.)

**HUD FY 2020 Youth Homelessness Demonstration Program (YHDP)
Notice of Funding Opportunity
LOCAL COMPETITION APPLICATION CERTIFICATION**

All applicants must meet the minimum threshold and minimum compliance requirements.

1. MINIMUM THRESHOLD REQUIREMENTS. Applications that do not meet the following minimum threshold requirements will not be considered for funding.

1. Applicant and subrecipient (if any) are eligible entities (nonprofit organizations, states, local governments, and instrumentalities of state and local governments.)
2. Applicant submitted signed Local Competition Application Certification by due date.
3. Applicant submitted letter of intent by due date.
4. Application describes population to be served, which must meet YHDP program eligibility requirements (youth ages 24 or younger, including unaccompanied youth or pregnant or parenting youth, experiencing homelessness according to HUD definition).
5. Application describes project that is aligned with the YHDP Coordinated Community Plan.
6. Application budget request reflects the proposed scope of work and meets U.S. Department of Housing & Urban Development (HUD) matching requirements unless an exception to the match requirement is approved.
7. Application is submitted by the designated due date.
8. Application is complete per HUD standards, with eligible activities, project type, and identification of HUD homeless categories served included
9. Program component type is allowable per HUD YHDP instructions.
10. All Budget Line Items are allowable per HUD YHDP instructions and as described in Appendix A.

2. MINIMUM COMPLIANCE REQUIREMENTS. Applicants agree to comply with the following Continuum of Care (CoC) expectations.

1. Comply with all CoC policies, procedures, and practices.
2. Participate in the Alliance by way of attendance and participation in the Collaborative Committee, other committees, and related subcommittees.
3. Participate in Coordinated Entry (CE), which requires all housing placements be made through the CE system. Applicants that have not agreed to participate in CE, when it is available for the program type, are not eligible for funding.
4. For SSO-CE projects: Abide by the CoC's Coordinated Entry Policies & Procedures; SSO-CE project lead will be appointed by the MWVHA board of directors and participate in the CoC Coordinated Entry Committee.

5. Participate in the Homeless Management Information System (HMIS).
6. Use a Housing First approach. Application responses that are not consistent with a Housing First approach are not eligible for funding.
7. Provide to the CoC upon request: reports, data, APRs, HUD program quality report findings; make presentations on program activities, performance, and quality, as requested.
8. Meet HUD timeliness standards, i.e., has secured or will secure proof of site control, match, environmental review, and the documentation of financial feasibility within twelve months of the announcement of the award.

My agency agrees to comply with all minimum threshold and compliance requirements. I attest that I am authorized by my agency to sign this document.

Signature

Date

Print Name

Title

Agency Name

Email Address

Resources

CoC Program Interim Rule

<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>

Emerging Practices in Supportive Services Only Projects

<https://files.hudexchange.info/resources/documents/Ending-Youth-Homelessness-Emerging-Practices-in-Supportive-Service-Only-Projects.pdf>

HUD Exchange - Joint TH-RRH Component Projects

<https://www.hudexchange.info/trainings/courses/joint-th-rrh-component-projects/2941/>

HUD Exchange - Joint Transitional Housing/Permanent Housing-Rapid Re-housing (Joint TH/PH-RRH)

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-program-components/joint-th-ph-rrh/>

HUD FAQ – Are there time limits on the TH or PH-RRH portions of the Joint TH and PH-RRH component project?

<https://www.hudexchange.info/faqs/reporting-systems/e-snaps-homeless-assistance-application-and-grants-management-system/nofasnotices/fy-2017-nofa/are-there-time-limits-on-the-th-or-ph-rrh-portions-of-the-joint-th-and-ph/>

What are the match requirements in the CoC Program?

<https://www.hudexchange.info/faqs/programs/continuum-of-care-coc-program/program-requirements/match/what-are-the-match-requirements-in-the-coc-program/>

HUD FAQ – What is a Joint TH and PH-RRH Component Project?

<https://www.hudexchange.info/faqs/reporting-systems/e-snaps-homeless-assistance-application-and-grants-management-system/nofasnotices/fy-2017-nofa/what-is-a-joint-th-and-ph-rrh-component-project/>

HUD YHDP Appendix A

<https://www.hud.gov/sites/dfiles/CPD/documents/Appendix-A.pdf>

HUD YHDP Youth Collaboration Roadmaps:

<https://www.hudexchange.info/resource/6269/youth-collaboration-102-and-201-roadmaps/>

HUD Youth Homelessness Resources Page:

<https://www.hudexchange.info/homelessness-assistance/resources-for-homeless-youth/>

Spotlight Series: Transitional Housing-Rapid Rehousing Joint Component Project

<https://files.hudexchange.info/resources/documents/YHDP-TH-RRH-Joint-Component-Project.pdf>

US Interagency Council on Homelessness (USICH)

<https://www.usich.gov/goals/youth/>

US Interagency Council on Homelessness (USICH) – Webinar: Trauma-Informed Care, Housing First for Youth, Positive Youth Development, and Family Engagement for YHDP grantees (HUD)

<https://www.usich.gov/tools-for-action/webinar-trauma-informed-care-housing-first-for-youth-positive-youth-development-and-family-engagement-for-yhdp-grantees-hud/>

Youth Homeless Demo Program (YHDP), Mid-Willamette Valley Homeless Alliance

[Youth Homeless Demo Program \(YHDP\) – Mid-Willamette Valley Homeless Alliance \(mwvhomelessalliance.org\)](https://www.mwvhomelessalliance.org/)