

**DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

**HOUSING FOR PEOPLE WHO ARE
HOMELESS AND ADDICTED TO
ALCOHOL**

Housing for People who are Homeless and Addicted to Alcohol

Overview Information

A. Federal Agency Name: Department of Housing and Urban Development, Office of Community Planning and Development

B. Title: Housing for People Who Are Homeless and Addicted to Alcohol

C. Announcement Type: Initial announcement

D. Funding Opportunity Number: The **Federal Register** number is FR-4950-N-33; the OMB approval number is pending.

E. Catalog of Federal Domestic Assistance Number: 14.235

F. Dates: The application submission date is May 19, 2005.

G. Additional Overview Content Information:

1. Applicants for funding should carefully review the requirements identified in this Program NOFA and the General Section. Unless otherwise stated in this Program NOFA, the requirements of the General Section apply.

2. This NOFA announces the availability of approximately \$10 million to award approximately ten two-year grants ranging up to approximately \$1 million per award. This two-year, competitive demonstration program, developed in consultation with the Interagency Council on Homelessness as required in Public Law 108-7, is designed to provide supportive housing assistance to chronically homeless persons who have been living on the streets for at least three hundred sixty-five (365) days over the last five (5) years and have a long term addiction to alcohol, otherwise known as serial inebriates. Clients served by these funds will have been living on the streets at the time of initial contact and will have no history of living in transitional or permanent housing over the last five years. Grantees will partner with local law enforcement and court systems and other relevant institutions to identify eligible clients for this program. Grantees will demonstrate existing relationships with service providers, including grassroots community-based organizations including faith-based organizations, to ensure the comprehensive supportive services needs of the clients are addressed (through other funds). The project must be located within a Continuum of Care that has at least 100 people who are chronically homeless and unsheltered, according to the Continuum of Care or a recent official count.

Full Text of Announcement

I. Funding Opportunity Description

A. Background. Research suggests that as many as 150,000 people experience chronic homelessness in this country. People experiencing chronic homelessness frequently suffer from addiction to alcohol or other disabling conditions, and they are homeless for extended periods of time or experience multiple episodes of homelessness. For the most part, persons who are chronically homeless get help for a short time but soon fall back to the streets and shelters. Because the long-term needs of these persons are not comprehensively addressed, they cycle through the homeless system and consume a significant portion of available emergency resources. When persons who are chronically homeless have access to basic assistance, like housing and treatment, research suggests a reduction in the costs of expensive emergency interventions.

People who have been living on the streets for a very long time with a primary diagnosis of alcoholism are a particularly difficult to serve homeless sub-population. Research indicates that 38 percent of the overall homeless population experiences problems with alcohol. Since evidence has shown that in certain communities alcoholism among the homeless population is a major problem, including high utilization of public resources, emergency medical services and the court system, this demonstration targets this very difficult to serve population.

B. Program Description. This demonstration targets chronically homeless persons who have been living on the streets for at least three hundred and sixty-five (365) days over the last five (5) years and have a long-term addiction to alcohol, otherwise described as serial inebriates. Clients served by these funds will have been living on the streets at the time of initial contact and will have no history of living in transitional or permanent housing over the last five years. It is the intent of Congress that funds awarded under this NOFA support innovative solutions, which frequently result when local community organizations work together. Building upon existing collaborations, grantees are expected to work in conjunction with local law enforcement agencies and courts, including the police department, sheriffs department, superior court, city attorney, and/or city council, to identify and refer eligible clients to projects funded by this program. After clients are identified as having a long-term addiction to alcohol and having lived on

the streets for at least 365 days over the last five years, the provider will determine, on a case-by-case basis, if they need to be stabilized in programs (not funded through this initiative), such as a residential treatment center, detoxification center or other jail diversion program, for up to six months prior to being placed into permanent supportive housing (funded through this initiative).

Once the grantee, working in conjunction with the relevant supportive service providers and the homeless client, determines that the client is ready, grant funds for this initiative may be used to provide permanent supportive housing for the client. Up to five percent of the funds are available for providers to help clients identify and obtain permanent supportive housing. HUD expects that approximately half of the projects awarded will provide grants for leasing that are project-based projects, and the other half will provide grants that are tenant-based projects. Comprehensive alcoholism treatment services, along with other relevant services, must be provided in a manner deemed appropriate by the grantee and are subject to requirements of the Supportive Housing Program regulations and other applicable laws and regulations. Clients must be assisted in accessing relevant mainstream service delivery systems, Food Stamps, Supplemental Security Income (SSI), and Medicaid, for example.

Following this demonstration period, funded projects may be eligible to apply, on a competitive basis, as a renewal project through the Continuum of Care for Supportive Housing Program—Permanent Housing (SHP-PH).

C. Authority. Public Law 108-7, approved February 20, 2003 (111 Stat. 494) authorizes this two-year demonstration program. The Supportive Housing Program is authorized by Title IV, Subtitle C, of the Stewart B. McKinney-Vento Homeless Assistance Act (McKinney-Vento Act), 42 U.S.C. 11381.

D. Definitions. 1. Chronic homelessness refers to an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more OR has had at least four (4) episodes of homelessness in the past three (3) years. To be considered chronically homeless, persons must have been sleeping in a place not meant for human habitation (*e.g.*, living on the streets) and/or in an emergency shelter during that time. An episode is a separate, distinct, and sustained stay on

the streets and/or in an emergency homeless shelter.

2. For the purpose of this NOFA, disabling condition is defined as "a diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions. A disabling condition limits an individual's ability to work or perform one or more activities of daily living."

3. A serial inebriate is defined as a chronically homeless person who has been living on the streets for at least 365 days over the last five years and who has a long-term addiction to alcohol. (To be eligible for this program, clients served by these funds will be living on the streets at the time of initial contact and will have no history of living in transitional or permanent housing over the last five years.)

II. Award Information

This NOFA announces the availability of approximately \$10 million to award approximately ten grants ranging up to approximately \$1 million per award.

III. Eligibility Information

A. Eligible Applicants. Eligible applicants are States, local government, other government agencies, and public and private nonprofit organizations that are part of a Continuum of Care in jurisdictions that have at least 100 people who are chronically homeless and unsheltered.

B. Eligible Activities. Eligible activities are limited to leasing of housing and limited housing search and administrative expenses. For the purpose of this NOFA, housing activities include only leasing and housing search.

C. Other. 1. Eligible clients. Eligible clients are chronically homeless persons who have been living on the streets for at least 365 days over the last five years and who have a long-term addiction to alcohol. (To be eligible for this program, clients served by these funds will be living on the streets at the time of initial contact and will have no history of living in transitional or permanent housing over the last five years.)

2. Threshold Requirements.

a. Ineligible Applicants. HUD will not consider an application from an ineligible applicant.

b. Applicants, and Sub-grantees, must meet the Threshold Requirements in the General Section of the SuperNOFA.

c. Compliance With Fair Housing and Civil Rights Laws.

(1) Applicants must comply with all applicable fair housing and civil rights requirements in 24 CFR 5.105(a). In

addition to these requirements, there may be program-specific threshold requirements identified in the individual Program NOFAs.

(2) If you, the applicant:

(a) Have been charged with an ongoing systemic violation of the Fair Housing Act; or

(b) Are a defendant in a Fair Housing Act lawsuit filed by the Department of Justice alleging an on-going pattern or practice of discrimination; or

(c) Have received a letter of findings identifying ongoing systemic noncompliance under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, or Section 109 of the Housing and Community Development Act of 1974; and

(d) The charge, lawsuit or letter of findings referenced in subpart (a), (b), or (c) above has not been resolved to HUD's satisfaction before the application deadline, then you are ineligible and HUD will not rate and rank your application.

(2) Examples of actions that would normally be considered sufficient to resolve the matter include, but are not limited to:

(a) A voluntary compliance agreement signed by all parties in response to a letter of findings;

(b) A HUD-approved conciliation agreement signed by all parties;

(c) A consent order or consent decree; or

(d) An issuance of a judicial ruling or a HUD Administrative Law Judge's decision."

d. Affirmatively Furthering Fair Housing. Under Section 808(e)(5) of the Fair Housing Act, HUD has a statutory duty to affirmatively further fair housing. HUD requires the same of its funding recipients. If you are a successful applicant, you will have a duty to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes include race, color, national origin, religion, sex, disability, and familial status. The application should include specific steps to:

(1) Overcome the effects of impediments to fair housing choice that were identified in the jurisdiction's Analysis of Impediments (AI) to Fair Housing Choice;

(2) Remedy discrimination in housing; or

(3) Promote fair housing rights and fair housing choice.

Further, you, the applicant, have a duty to carry out the specific activities provided in your responses to the rating factors that address affirmatively furthering fair housing.

3. Program Requirements. a.

Applicants must be a part of a Continuum of Care. Please provide as documentation a copy of the Continuum of Care Planning Process Organization that was submitted in the most recent Continuum of Care competition.

b. The project must be located within a Continuum of Care that has at least 100 people who are chronically homeless and unsheltered, according to the Continuum of Care or a recent official count. Please identify by program year and date of submission the most recent Continuum of Care documentation submitted to HUD, so HUD staff can confirm that the jurisdiction has identified the required 100 people.

c. All clients are expected to receive necessary supportive services from the time they are identified and as long as necessary after they are placed into permanent supportive housing.

d. Grantees shall derive all supportive services funds, including substance abuse treatment, from other public or private sources, including community-based organizations, inclusive of faith-based organizations.

e. Funds made available under this NOFA are subject to the program regulations at 24 CFR part 583.

f. Grantees currently operating facilities or activities that serve homeless persons may only receive SHP funding if the project proposes to increase the number of homeless persons served.

g. Safeguarding Resident/Client Files. In maintaining resident files, HUD funded recipients shall observe state and local laws concerning the disclosure of records that pertain to individuals. Further, recipients are required to adopt and take reasonable measures to ensure that resident/client files are safeguarded.

h. Environmental Impact. Activities under this NOFA are subject to the environmental review provisions set out at 24 CFR 583.230. A recipient, its project partners and their contractors may not commit or expend any assistance or nonfederal funds on project activities (other than those listed in 24 CFR 58.22(c), 58.34 or 58.35(b)) until HUD has approved a Request for Release of Funds and environmental certification from the responsible entity. The expenditure or commitment of assistance or nonfederal funds for such activities prior to this HUD approval may result in the denial of assistance for the project under consideration.

D. Match. For the purposes of this two-year demonstration program, applicants must match all funds provided through this initiative on at

least a dollar for dollar basis with cash for supportive services. Cash already claimed as leverage or match as part of the Continuum of Care activities may not be claimed to offset this match requirement. Grantees shall derive services funds from public or private sources, including community-based organizations, inclusive of faith-based organizations, but shall not derive services funds from other HUD-funded homeless assistance grants. Refer to 24 CFR 84.23 (for nonprofits) and 85.24 (for state and local governments) for information governing matching funds, but note that the cash requirements of this two-year demonstration program are more restrictive than the requirements that may apply to other grant programs.

IV. Application and Submission Information

A. Addresses to Request Application Package. Applicants may download the NOFA from the Grants.gov Web site at <http://www.grants.gov>. If you have difficulty accessing the information you may call the grants.gov help desk at 800-518-GRANTS. The operator will assist you in accessing the information. Please see the General Section for information on electronic application submission, procedures for requesting a waiver, and timely submission and receipt requirements.

B. Content and Form of Application Submission. 1. Required Materials. There is no separate application kit. This notice contains all the information necessary for submission of your application.

a. In addition to the required narratives, please include in your application each item in the order listed below:

(1) SF-424, Application for Federal Assistance.

(a) Every section should be completed.

(b) When completing box 15, the component selected should be either:

i. Permanent Housing for Persons with Disabilities, or

ii. Safe Havens—Permanent (Safe haven projects have the characteristics of permanent housing and will require participants to execute a lease agreement.)

(2) HUD-2991, Certification of Consistency with Consolidated Plan.

(3) SF-424-SUPP, Survey on Ensuring Equal Opportunity for Applicants.

(4) HUD 27300, America's Affordable Communities Initiative.

(5) HUD-96011, Facsimile Transmittal.

(6) HUD-96010, Program Outcome Logic Model.

(7) SF-LLL, Disclosure of Lobbying, if applicable.

(8) HUD 40112.1, Program Project Information.

(9) HUD 40112.2, Number of Beds and Participants Charts. (The period of performance for all grants awarded through this NOFA will be up to two-years.)

(a) This section is composed of two charts:

(i) Chart 1 is for recording the number of beds/bedrooms in the project.

(ii) Chart 2 is for recording the number of participants to be served.

(b) Instructions for Completing Chart 1 and Chart 2. Note: If your project is funded, you will be responsible for achieving the numbers submitted.

(i) In the first column, please enter the requested information for all items at a point in time (a given night). You should only fill out this column if you propose to use existing facilities to serve the homeless. If not, enter "N/A" in this column.

(ii) In the second column, enter the new number of beds and persons served at a point in time if this project is funded.

(iii) In the third column, enter the projected level (columns 1 and 2 added together) that your project will attain at a point in time.

(iv) In the fourth column, enter the number of persons to be served over the grant term.

(10) HUD 40112.3, Leasing Information.

(a) Leasing Units for Housing.

(i) Housing space may be in the form of scattered-site leased units, or within a structure. The structures to be leased may be structures currently configured for, or structures to be converted to provide, supportive housing and/or supportive services.

(ii) If you propose to lease units in more than one metropolitan or non-metropolitan area, fill in the appropriate number of tables for each area with a different FMR or actual rent. Please submit multiple copies of this Chart as needed to accommodate projects using more than one FMR or actual rent.

(iii) Enter the number of unit(s) by the bedroom size to be leased and the lower of the actual rent or the FMR as

published in the **Federal Register** on October 1, 2004. (FMRs may be found using this WEB site: <http://www.huduser.org/datasets/fmr.html>) The space to be leased may be scattered-site (e.g., one-bedroom apartments in five different apartment complexes) or contained within a structure (e.g., a group home with six bedrooms).

(iv) Multiply the number of units by the FMR or actual rent, whichever is lower, by the length of the grant (# of units × FMR or actual rent × months based on grant term) and enter the result in the total column.

(v) Please note that the FMR for a single room occupancy (SRO) unit is equal to 75 percent (0.75) of the 0-bedroom FMR. The FMRs for unit sizes larger than 4-bedrooms are calculated by adding 15 percent to the 4-bedroom FMR for each extra bedroom. For example, the FMR for a 5-bedroom unit is 1.15 times the 4-bedroom FMR, and the FMR for a 6-bedroom unit is 1.30 times the 4-bedroom FMR.

(vi) Chart A should be filled out only if you will lease individual units or structures that are currently configured for housing and/or services and, therefore, an FMR or actual rent can be used. If you have negotiated an actual rent (s) which is lower than the FMR, please use that amount instead of the FMR. The actual rent may not exceed the FMR.

(vii) If your project has been approved for exception rents use those amounts when completing these charts AND submit your current approval letter with this document.

(b) Leased Structure(s) for Housing

(i) If you will lease a structure or portion of a structure for housing, fill out Chart B below using a monthly leasing cost that is comparable to and no more than the rents being charged for similar space in the area. This applies to structures already configured for housing and for those that will be converted. If your project has more than one structure, reproduce Chart B and fill it out starting with structure 2.

(ii) Multiply the monthly leasing costs by the number of months requested for funding and enter the result in the total column.

(iii) Chart B should be filled out only if you will lease a structure or portion of a structure for which an FMR is not applicable.

(11) HUD 40112.4, Additional Key Information. HUD needs the information in this form to respond to public and Congressional inquiries about program benefit.

(12) SF 424A, Budget Information—Non-Construction. Only Complete Sections A and C.

(a) In Section A, column (a) which is labeled "Grant Program Function or Activity", the applicant must list the activities that will be funded through this grant and provided as cash match:

- i. Row 1 should state leasing;
- ii. Row 2 should state housing search assistance;
- iii. Row 3 should state administration.

iv. Row 4 should state services.

(b) Columns (b), (c) and (d) of Section A should be left blank.

(c) In column (e) of Section A, list the funds you are requesting through this NOFA in rows 1 through 3. NOTE: Although column (e) is labeled "Federal," do not enter all Federal Funds in this column. Enter only those funds requested from this NOFA.

(d) Use column (f) of Section A to indicate the other funds you are committing to this project. Note: Although column (f) is labeled "Non-Federal," use this column to show all funds, Federal and non-federal, other than the SHP funds listed in column (e), which will support this project. Column (g) is a calculated field and should equal your total project budget.

(e) Column (a) of Section C, Non-Federal Resources, contains calculated fields and will list leasing, housing search assistance, administration and services in rows one through four.

(f) Use columns (b) Applicant, (c) State and (d) Other of Section C should to show the non-federal cash match for each of the activities listed in rows one through four.

(g) Column (e) of Section C should total the amount of cash match for each of the activities. Note: Column (e) row 12 must be equal to or greater than your total grant request shown in Section A column (e) row 5 in order to satisfy the match requirement.

(13) Budget Narrative. A one-page narrative must be submitted that explains how the applicant arrived at the cost estimates for any line items, including match items.

2. *Required Certifications.* By signing the SF-424 cover page:

a. The governing body of your organization has duly authorized the application for federal assistance. In addition, by signing and/or electronically submitting your application, you certify that the Authorized Organization Representative signing the application:

(1) has the legal authority to apply for Federal assistance and the institutional, managerial, and financial capacity (including funds to pay for any non-federal share of program costs) to plan, manage and complete the program as described in the application; and will provide HUD any additional information it may require; and

(2) will administer the award in compliance with requirements identified and contained in the Notice of Funding Availability as applicable to the program for which funds are awarded and in accordance with requirements applicable to the program.

b. No appropriated Federal funds have been paid or will be paid, by or on behalf of the applicant to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an employee of a Member of Congress, in connection with this application for Federal assistance or any award of funds resulting from the submission of this application for Federal assistance, or its extension, renewal, amendment, or modification. If funds other than Federal appropriated funds have been or will be paid for influencing or attempting to influence the persons listed above, the applicant agrees to complete and submit Standard Form LLL, Disclosure Form to Report Lobbying, as part of its applications submission package. The applicant further agrees to and certifies that it will require all subawards at all tiers including subgrants and contracts to similarly certify and disclose accordingly.

C. Submission Date and Times. Applications must be submitted to and received by Grants.gov on or before 11:59:59 p.m. eastern time on May 19, 2005. Please be sure to read the General Section for timely submission and receipt requirements as submission requirements have substantially changed this year. Failure to follow the submission requirements and procedures may affect your ability to receive an award of funds.

D. Intergovernmental Review.

This program is excluded from an Intergovernmental Review.

E. Funding Restrictions. 1. Housing funds available through this initiative may only be used to provide grants for leasing, limited housing search assistance and administration.

2. No more than 5 percent of each project award may be used for housing search assistance.

3. No more than 5 percent of each project award may be used for administrative costs, such as accounting, preparing HUD reports, obtaining audits, and other costs associated with administering the grant.

4. Costs for new construction, rehabilitation, acquisition, operating costs, and supportive services are not allowable costs for reimbursement under this NOFA.

5. Under no circumstances may SHP leasing funds be used to lease units or structures owned by the project sponsor, the selectee, or their parent organizations. This includes organizations that are members of a general partnership where the general partnership owns the structure.

6. Activities undertaken to benefit populations other than the target population as defined in Section I.B, above, will not be funded.

7. Clients served by these funds must be living on the streets at the time of initial contact and will have no history of living in transitional or permanent housing over the last five years.

F. Other Submission Requirement. Applicants receiving a waiver to the electronic submission requirement may submit a paper copy application. Applicants that have received a waiver of the electronic submission requirement should consult the General Section for application submission instructions including Appendix C for the correct mailing address and number of copies.

V. Application Review Information.

A. Criteria. The following are descriptions of the rating factors upon which the application will be scored. The total number of pages allotted to each rating factor is specified. Additional narrative or lists, other than those specified in the rating factors below, will not be considered. Lists that are requested in a rating factor are not included in the page limit.

1. *Capacity of the Applicant and Relevant Organizational Staff (Points 20).* Up to 20 points will be awarded based on the following questions (two pages total):

a. What experience does the applicant have in providing supportive housing and collaborating with agencies that provide an array of needed supportive services to persons who have been living on the streets for at least 365 days over the last five years and who have a long-term addiction to alcohol.

b. What existing relationships does the applicant have with law enforcement agencies, courts, substance abuse service systems and other supportive services organizations, sub-contractors, consultants, sub-recipients, and members of consortia that are firmly committed to the project?

c. How have the applicant and partner agencies demonstrated the management and organizational capability to manage this collaboration?

d. What is the applicants' past performance in managing public or private funds and the timely use of funds received from Federal, State or local sources?

2. *Need/Extent of Problem (Points 10).* (one page total):

This factor addresses the extent to which (a) there is a need for funding the proposed activities described in the applicant's work plan, and (b) the degree to which the applicant's work

plan substantively addresses departmental policy priorities. Please note, there must be at least 100 people who are chronically homeless and unsheltered in your Continuum of Care.

a. Needs Data (5 points).

Please provide in the response, the extent to which the community the applicant serves has documented the extent of homelessness and the presence of persons who are chronically homeless and addicted to alcohol in its Continuum of Care, Consolidated Plan, Analysis of Impediments to Fair Housing Choice (AI), or other planning documents.

Briefly describe where the target population will come from and the outreach plan to bring them into the project. Please describe the approach in identifying the needs of the target population. Higher points will be awarded to applicants that can quantify the number/percent reduction in overall homelessness and chronic homelessness to be achieved by the proposed work plan.

b. Departmental Policy Priorities (5 points).

The Departmental policy priorities are described in detail in the General Section. The following four priorities apply for the purpose of this NOFA. Indicate if, and describe how, the applicant's work plan substantively addresses each of these departmental policy priorities. Applicants are advised to review the policy priorities in the General Section, to assure they fully understand the meaning of each, prior to responding to this sub-factor.

In scoring this section, the applicant will receive one point for each of the departmental policy priorities (1)–(3) that the work plan substantively addresses. Up to 2 points are available for priority (4). The activities the applicant proposes in its projected work plan, detailed in Factor 3 of this NOFA, must address the policy priorities for priorities (1)–(3) in order to receive rating points. Points will only be awarded to applicants for policy priority (4) if the submission includes the required documentation or URL sites where the documentation can be found.

(1) *Providing Full and Equal Access to Grassroots, Faith-Based and Other Community-Based Organizations in HUD Program Implementation.* Please describe how the applicant encourages the involvement of faith-based and community-based organizations in developing and implementing the proposed project, and the extent to which these groups participate in developing their work plans.

(2) *Ending Chronic Homelessness.* Please describe how the program meets

this policy priority. The applicant should be mindful of the requirements of the regulations implementing Section 504 of the Rehabilitation Act, in particular, 24 CFR 8.4(b)(1)(iv), 8.4(c)(1) and 8.4(d).

(3) *Participation in Energy Star.* To obtain the policy priority points for energy star, the applicant must set quantitative goals for activities such as replacing worn products or facilities such as light bulbs, water heaters, furnaces, etc., with Energy Star products to reduce operating costs.

(4) *Removal of Regulatory Barriers to Affordable Housing.* To obtain the policy priority points for efforts to successfully remove regulatory barriers, applicants must complete form HUD-27300, "Questionnaire for HUD's Initiative on Removal of Regulatory Barriers." Copies of HUD's notices published on this issue, can be found on HUD's Web site at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>.

Under this policy priority, higher rating points are available to:

(a) Governmental applicants that are able to demonstrate successful efforts in removing regulatory barriers to affordable housing and

(b) Nongovernmental applicants that are associated with jurisdictions that have undertaken successful efforts in removing barriers.

3. *Soundness of Collaborative Approach (Points 40).* Up to 40 points will be awarded based on the extent to which the applicant collaborates with the identified partners to accomplish the goals described in response to this rating factor. (10 pages total):

a. The applicant should provide memoranda of agreement that clearly specify the roles and signatures of the partners involved in this collaboration, including, but not limited to, law enforcement agencies, courts, substance abuse service systems and other supportive services organizations, sub-contractors, consultants, sub-recipients, and members of consortia. The memoranda are not included in the page limitation.

b. How will the applicant work with the partners identified in the memoranda, the local Continuum of Care and partner agencies to develop and implement this program? How does this program support existing homeless and housing plans in the jurisdiction?

c. What role will the police department, sheriffs department, superior court, city attorney, city council, and/or local hospitals have in identifying eligible clients? How will clients be referred to the program?

d. How will the applicant and partners determine that the clients have

lived on the streets for at least 365 days over the past five years and are addicted to alcohol? How will the applicant and partners determine that the clients have been living on the streets at the time of initial contact and have no history of living in transitional or permanent housing over the last five years?

e. How will the applicant and partner providers determine if clients need to be stabilized in programs, such as residential treatment centers, detoxification centers or other jail diversion programs (for up to six months) before being placed into permanent housing? What role will the clients have in this determination?

f. How will participants be assisted both to obtain and remain in permanent housing? How will housing be identified and how will the client be assisted in finding housing? What role will the limited housing search assistance provided through this initiative have in identifying suitable housing for the clients? What role will the clients have in selecting the permanent housing?

g. What type of housing will be provided? How do the TYPE (e.g., apartments, group home) and SCALE (e.g. number of units, number of persons per unit) of the proposed housing will fit the needs of the participants? Will existing structures be utilized? If this will be an expansion of an existing project, what new housing will be available as a result of this initiative? How will the housing be accessible to persons with disabilities in accordance with applicable laws?

h. Where will the housing be located? To what extent will the project integrate both the grantees and clients into the community being served?

i. Has the applicant set goals to reduce operating costs through energy efficiency when selecting housing providers, treatment centers, and other community facilities? How will the applicant work with partner treatment centers, and housing providers to undertake program activities and capital maintenance planning, to replace worn products or facilities such as light bulbs, water heaters, furnaces, etc., with Energy Star products to reduce operating costs?

j. If the applicant selected the permanent housing for persons with disabilities component where more than 16 persons will reside in a structure, what local market conditions necessitate the development of a project of this size and how the housing will be integrated into the neighborhood?

k. If the applicant selected the innovative supportive housing component projects, explain how the

project represents an approach that is new to the area, is a sensible model for others, and can be replicated in other communities.

l. What basic COMMUNITY AMENITIES (e.g., medical facilities, grocery store, recreation facilities, schools, etc.) will be readily ACCESSIBLE (e.g., walking distance, bus, etc.) to the clients?

m. What supportive services (not funded through this grant) will the participants receive? Applicants must demonstrate how the comprehensive substance abuse treatment services will be made available for the clients through other public or private sources. Demonstrate for each of the following:

(1) How the TYPE (e.g., case management, job training) and SCALE (e.g., the frequency and duration) of the supportive services proposed will fit the needs of the participants.

(2) WHERE the supportive services will be provided and what TRANSPORTATION will be available to participants to access those services.

(3) The details of the plan to ensure that all homeless clients will be individually assisted to identify, apply for and obtain benefits under which of the following mainstream health and social services programs for which they are eligible: SSI, TANF, Medicaid, Food Stamps, SCHIP, Workforce Investment Act and Veterans Health Care programs.

n. How will participants be assisted both to increase their incomes and to maximize their ability to live independently and achieve self-sufficiency? Please describe how services and treatment will be linked to housing so that the target population will be able to achieve his or her own degree of self sufficiency or quality of life.

o. How is the proposed program a cost-effective approach to meeting the needs of the target population? In the attached budget, please indicate the housing, housing search assistance and administration (funded through this initiative) and services (not funded through this initiative), with the appropriate partner match.

p. How is the proposed program innovative, as defined by the applicant? How is the program different from any other program in the community and is the program replicable?

q. How will the project be sustained once the term of the grant has expired?

4. Leveraging Resources (Points 20). Up to 20 points will be awarded based on the applicants' answers to the following (two pages total):

a. What resources are the applicant and its partners bringing to the

collaboration to achieve the goals and objectives?

b. Please describe the expectations regarding federal grant support and maximization of other (non-grant) revenue relative to the proposed plan, including a description of leveraging resources.

c. What is the total grant dollars per client/unit and total cost per client/unit?

5. Achieving Results and Program Evaluation (Points 10). Applicants are required to complete HUD-96010, Program Outcome Logic Model. Up to 10 points will be awarded to the extent that the applicant provides the following: (one page total):

a. Goals, output and outcome measures that are clearly specified and measurable;

b. Contact information for the lead entity responsible for each measure;

c. Reasonable benchmarks to achieve the tasks with an accompanying timeline;

d. Reasonable plan for measurement and timely adjustment if the applicant is not meeting the specific outcomes within the established timeframes;

e. The extent to which performance feedback and continuous improvement are integral to the design of the proposed project;

f. A plan for evaluating the effectiveness of the program.

B. Reviews and Selection Process

Personnel of the Department of Housing and Urban Development will review Grant applications internally. The Assistant Secretary for Community Planning and Development will select the applications for award.

1. *Ranking*: The score for all ranking factors will be summed to obtain a total score for each project submitted under this NOFA.

2. *Selection and Adjustments to Funding*: a. Selection. Projects will be awarded based on national ranking as described above and according to the provisions for diversity described below. The awarding of funds may be conditional upon receipt of further information, as requested. When insufficient funds remain to fund all projects requesting funding that receive the same total score, ties will be broken among such projects by comparing scores received by the projects for each of the following scoring factors, in the order shown: Soundness of Collaborative Approach, Capacity, and Leveraging Resources. Please see section IV.A of the General Section for more information about award administration.

b. Adjustments to Funding. In order to ensure maximum geographic diversity in the awards, no individual project applicant and no one unit of general local government will be awarded more than 10 percent of the total amount of available resources under this NOFA. HUD reserves the right to make selections out of rank order to provide for geographic distribution of funds.

VI. Award Administration Information

A. Award Notices

1. *Selected Applicants*. Selected applicants will be notified in writing. As necessary, selected applicants will subsequently be requested to submit additional project information, which may include documentation to show the project is financially feasible; documentation of firm commitments for cash match; documentation showing site control; information necessary for the performance of an environmental review, where applicable; and such other documentation as specified in writing to the applicant that confirms or clarifies information provided in the application. Selected applicants will be notified of the deadline for submission of additional information. If a selected applicant is unable to meet any conditions for fund award within the specified timeframe, those funds may be withdrawn and instead used to select the next highest ranked application(s) from the competition for which there are sufficient funds available.

2. *Corrections to Deficient Applications*. See the General Section.

B. Administrative and National Policy Requirements

Additional Non-discrimination and Other Requirements. You, the applicant, and your subrecipients must comply with:

a. Civil Rights Laws, including the Americans with Disabilities Act of 1990 (42 U.S.C. 1201 *et seq.*), the Age Discrimination Act of 1974 (42 U.S.C. 6101 *et seq.*) and Title IX of the Education Amendments Act of 1972 (20 U.S.C. 1681 *et seq.*).

b. Economic Opportunities for Low- and Very Low-Income Persons (Section 3). Certain programs to be issued during FY2005 require recipients of assistance to comply with Section 3 of the Housing and Urban Development Act of 1968 (Section 3), 12 U.S.C. 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects) and the HUD regulations at 24 CFR part 135, including the reporting requirements at subpart E. Section 3 requires recipients to ensure that, to the greatest extent

feasible, training, employment, and other economic opportunities will be directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and business concerns that provide economic opportunities to low- and very low-income persons.

c. Ensuring the Participation of Small Businesses, Small Disadvantaged Businesses, and Women-Owned Businesses. See the General Section.

d. Executive Order 13166, "Improving Access to Services for Persons With Limited English Proficiency (LEP)." Executive Order 13166 seeks to improve access to federally assisted services, programs and benefits for individuals with limited English proficiency. Applicants obtaining an award from HUD must seek to provide access to program benefits and information to LEP individuals through translation and interpretive services in accordance with LEP Guidance published on December 19, 2003 (68 FR 70968). For assistance and information regarding your LEP obligation, go to <http://www.LEP.gov>.

e. Executive Order 13279, "Equal Protection of the Laws for Faith-Based and Community Organizations." See the General Section.

f. Accessible Technology. See the General Section.

g. Procurement of Recovered Materials. See the General Section.

h. Participation in HUD-Sponsored Program Evaluation. See the General Section.

i. Salary Limitation for Consultants. See the General Section.

j. OMB Circulars and Government-wide Regulations Applicable to Financial Assistance Programs. See the General Section.

k. Conflicts of Interest. See the General Section.

l. Relocation. The SHP program is subject to the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA). If activities under this grant result in displacement or relocation, grantees must comply with URA. See General Section.

m. Public Access, Documentation, and Disclosure. See the General Section of the SuperNOFA for more information on this topic.

C. Reporting

See the General Section for more information. The applicant shall submit semiannual reports and a final report to HUD. For each reporting period, as part of your required report to HUD, you must include a completed Logic Model (Form 96010). HUD will use this information to determine progress of the grantees toward meeting their goals. Grantee performance will be measured by the number of persons who are serial inebriates that moved off the streets and were placed into permanent housing. It is expected that local evaluations will include measuring progress toward accomplishing the tasks described in the grant application and providing for

collection of quantitative and qualitative data that permits measurement of progress toward achieving the outputs and outcomes envisioned by the goals and objectives contained in the application. Grantees must collect outcome information on clients served to be compared against benchmarks throughout the term of the grant.

VII. Agency Contact

You may contact Marianne Nazzaro, Office of Special Needs, Department of Housing and Urban Development, Room 7208, 451 Seventh Street, SW., Washington, DC 20410-7000; telephone (202) 708-1590, extension 2076 (this is not a toll-free number); e-mail Marianne_Nazzaro@hud.gov. This number can be accessed via TTY by calling the toll-free Federal Information Relay Service at 1-800-877-8339.

VIII. Other Information

Paperwork Reduction Act Statement. The information collection requirements in this NOFA have been submitted to OMB for approval under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and approval is pending. Under the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

**Housing for People who
are Homeless and
Addicted to Alcohol****U.S. Department of Housing
and Urban Development**
Office of Community Planning and
Development

OMB Approval No. 2506-0XXX (exp. pending)

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Information is submitted in accordance with the regulatory authority contained in each program rule. The information will be used to rate applications, determine eligibility, and establish grant amounts.

Public reporting burden for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

To the extent that any information collected is of a confidential nature, there will be compliance with Privacy Act requirements. However, Housing for People who are Homeless and Addicted to Alcohol application does not request the submission of such information.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Housing for People who are Homeless and Addicted to Alcohol

**Housing for People who
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Project Information

Project Information (please type or print)

Project Name:	Project Priority No. (from project priority chart in Exhibit 1):
Project Address (street, city, state, & zip):	
Project Sponsor's Name:	Proj. Congressional District(s):
Sponsor's Address (street, city, state, & zip):	Project 6-digit Geographic Code:
Authorized Representative of Project Sponsor (name, title, phone number, & fax):	

Program Components/Types

Please check the box that best classifies the project for which you are requesting funding. Check only **one** box. The components/types are:

- Permanent Housing for Persons with Disabilities
- Safe Haven – Permanent. Check here if your Safe Haven project has the characteristics of permanent housing and will require participants to execute a lease agreement

Housing for People who are Homeless and Addicted to Alcohol

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Number of Beds and Participants Charts

Continuum of Care Project Name: _____

Continuum of Care Project Sponsor: _____

Example:

Supportive Service Costs	SHP Dollars Requested (3 years)	Est. No. of Persons Served (point in time)
Service Activity: Case Management Quantity: 2 FTE @ \$25,000 per year	\$100,000	60
Service Activity: Education—job training Quantity: 20 slots per year	\$ 50,000	40

Chart A: Beds

Beds	Current Level (if applicable)	New Effort or Change in Effort	Projected Level (col. 1 + col. 2)
Number of Bedrooms			
Number of beds			

Chart B: Participants

Participants	Current Level (if applicable)	New Effort or change in Effort	Projected Level (col. 1 + col. 2)	No. Projected to be served over the grant term
Number of families with children				
Of families with children				
a. number of disabled adults				
b. number of other adults				
c. number of children				
Of single individuals not in families				
a. number of disabled individuals				
a.1. number of disabled individuals who are chronically homeless				
b. number of other individuals				

Note: If your project is funded you will be held responsible for achieving the numbers submitted.

Housing for People who are Homeless and Addicted to Alcohol

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Leasing Information

Continuum of Care Project Name: _____

Continuum of Care Project Sponsor: _____

Leased Unit(s) for Housing

Chart A:

Name of metropolitan or non-metropolitan FMR area: _____

Address (indicate if scattered site): _____

Size of units	No. of units	FMR or actual rent	No. of months	Total
1. SRO	x			
2. 0 bdrm	x			
3. 1 bdrm	x			
4. 2 bdrm	x			
5. 3 bdrm	x			
6. 4 bdrm	x			
7. 5 bdrm	x			
8. 6 bdrm	x			
9. Other	x			
10. Totals				\$

Chart B:

Structure 1	Monthly Leasing Cost	Number of Months	Total
	\$ x	=	\$

Address: _____

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Additional Key Information

Continuum of Care Project Name: _____

Continuum of Care Project Sponsor: _____

1. Which of the following subpopulations will your project assist? (Check the *Predominantly Serve* box if your project primarily targets the given subpopulation i.e. more than 70 percent of the persons you propose to serve, or the *Serve* box if less than 70 percent.) (Identify all that apply)

Predominantly Serve (70%)	Subpopulation	Serve
	Chronically Homeless	
	Severely Mentally Ill	
	Chronic Substance Abuse	
	Veterans	
	Persons with HIV/AIDS	
	Victims of Domestic Violence	
	Women with Children	
	Youth (Under 18 years of age)	

2. Provide the number of chronically homeless persons you expect to serve in your project: _____.
3. Will the proposed project be located in a rural area? (A project is considered to be in a rural area when the project will be primarily operated either (1) in an area outside of a Metropolitan Area, or (2) in an area outside of the urbanized areas within a Metropolitan Area.)
- Yes
 No
3. Is the sponsor of the project a religious organization, or a religiously affiliated or motivated organization? (Note: This characterization of religious is broader than the standards used for defining a religious organization as "primarily religious" for purposes of applying HUD's church/state limitations. For example, while the YMCA is often not considered "primarily religious" under applicable church/state rules, it would likely be classified as a religiously motivated entity.)
- Yes
 No
4. Will the proposed project be located in, or make use of, surplus military buildings or properties which are located on a military base that is covered by the provisions of the Base Closure Community Redevelopment and Homeless Assistance Acts of 1990, 1994 or 1996?
- Yes
 No

If "yes," please provide the name of the military of the military installation _____