

2016 Emergency Shelter & Housing Assistance Program

Information Meeting

October 20, 2015



Overview

- 🏠 Funding Components & Formula
- 🏠 Eligible Applicants
- 🏠 Eligible Activities
- 🏠 Program Requirements
- 🏠 Outcomes & Performance Measures
- 🏠 Application Process
- 🏠 Timeline



Funding Sources

- 🏠 Emergency Solutions Grant (ESG)
- 🏠 State General Fund
- 🏠 State HOME (Real Estate Transfer Tax)
- 🏠 Stability Through Engagement (STEP)
- 🏠 Housing Choice Vouchers (HCV)



Funding Components

- 🏠 Shelter Operating Share - assist agencies with the operational costs of emergency shelters that are fixed facilities.
- 🏠 Stabilization Share - assist with the staffing costs of emergency shelters and emergency homeless providers related to all the activities that contribute to clients obtaining and maintaining permanent housing.
- 🏠 Performance Share - compensate emergency shelter and emergency homeless providers based on outcomes and performance.
- 🏠 Rental Subsidies - first come first serve basis to program participants in the form of short-term and permanent rental subsidies.



Funding Allocation

🏠 Shelter Operating Share

- 🏠 40% of the Funding Formula Allocation

- 🏠 Emergency Shelters will receive a percentage equal to the Emergency Shelter's Bed Capacity divided by a number equal to the total Bed Capacity available statewide for the calendar year.

- 🏠 Agencies will receive scheduled payments on a quarterly basis.



Funding Allocation





🏠 Stabilization Share

- 🏠 40% of the Funding Formula Allocation
- 🏠 Agencies providing staffing for LTS, Housing First, Rapid Re-housing and/or Housing Stabilization services operated by the agency will be eligible to receive a percentage equal to the agency's number of Clients Assessed and Stabilized, divided by the total number of Clients Assessed and Stabilized statewide in the previous quarter.
- 🏠 Agencies are reimbursed on a quarterly basis.



Funding Allocation

Performance Share

-  20% of the Funding Formula Allocation
-  Percentage of funding for each performance measure that they meet.
-  Percentage of funding a provider receives for each performance measure met will be equal to the number of clients served by the provider divided by the total number of clients served by all of the providers that meet the respective performance measures.
-  Agencies will receive a performance based payment on a semi-annual basis.



The chart below illustrates how \$60,000 would be distributed among 4 hypothetical shelters serving the number of clients and meeting program outcomes or performance measures as outlined below

			\$20,000			\$20,000			\$20,000	\$60,000
Shelter	# Clients Served	% Clients	Program Outcome or Performance Measure #1	# Clients Served	% Clients	Program Outcome or Performance Measure #2	# Clients Served	% Clients	Program Outcome or Performance Measure #3	
ABC	50	5.88%	\$1,176	50	6.67%	\$1,333	50	33.33%	\$6,667	\$9,176
LMN	500	58.82%	\$11,765	500	66.67%	\$13,333	0	0.00%	\$0	\$25,098
EFG	100	11.76%	\$2,353	0	0.00%	\$0	100	66.67%	\$13,333	\$15,686
XYZ	200	23.53%	\$4,706	200	26.67%	\$5,333	0	0.00%	\$0	\$10,039
	850	100.00%	\$20,000	750	100.00%	\$20,000	150	100.00%	\$20,000	\$60,000



Shelter Operating – 40%

Fixed Facilities Only

Eligible Applicants

Eligible Activities

Rent, heat, utilities, security,
insurance, maintenance, etc.
including staff to operate and
provide basic services

Program Requirements

None

Outcomes/Performance

None



Staffing – 40%

Eligible Applicants

Fixed Facilities and non-Fixed Facilities

Eligible Activities

Staff to provide services that meet the housing, health, employment, resources and basic needs of the clients. Staffing must include at least one Navigator to quickly move clients to housing and provide ongoing housing stabilization services beyond shelter.

Program Requirements

- Housing Barrier Assessments, including VI-SPDAT
- Housing Stability Plans
- 30-day Check-ins
- Rapid Re-housing and LTS Initiatives

Outcomes/Performance

- Housing Barrier Assessments administered to clients with shelter stays >14 days
- Housing Stability Plans for all clients with Assessment scores and updated 90 days
- 30 day check-ins with all clients beyond exiting to housing



Staffing & Navigator Services

- 🏠 At least one staff (or portion of staff) designated and trained to complete navigator services.
- 🏠 Navigator services include activities that help program participants to move from homelessness to appropriate housing opportunities quickly and efficiently while providing ongoing housing stabilization services for up to 12 months based on their individual needs
- 🏠 Specific knowledge and training on how to access STEP and HCV rental subsidies for clients.
- 🏠 Staffing & Navigators services include, but are not limited to; conducting comprehensive assessments of clients, identifying and prioritizing housing needs, creating housing stability plans, linkages with income and employment resources, assistance with basic needs assisting with housing search and placement, and following clients beyond shelter to ensure housing stability.



Staffing & Navigator Services

- 🏠 Assist clients to apply, search and secure appropriate rental housing.
- 🏠 Assist clients to select permanent housing options based upon their unique needs, preferences and financial resources.
- 🏠 Recruit landlords that will provide housing opportunities for people experiencing homelessness.
- 🏠 Address potential barriers to client or landlord participation such as the type of rental assistance or tenant qualifications.



Staffing & Navigator Services

- 🏠 Develop Housing Stabilization Plans and make appropriate and time-limited services available to allow participants to stabilize in permanent housing.
- 🏠 Assist participants in addressing issues that may impede access to housing (budgeting, credit history, legal issues, etc.).
- 🏠 Connect participants to resources to help them to achieve success in their Housing Stability Plans.
- 🏠 Monitor participants' progress implementing their Housing Stability Plans.



Program Requirements

Housing Barrier Assessments

- 🏠 Determine eligibility of clients who are homeless for greater than 14 days.
- 🏠 Administer a Housing Barrier Assessment which includes the Vulnerability Index-Service Prioritization and Decision Assistance Tool (VI-SPDAT) to determine resources and tailor appropriate services.
- 🏠 Three separate versions of VI-SPDAT; Single, Family or Teen



VI-SPDAT Example

🏠 Approximately 15 minutes to administer

🏠 120 clients per year; 97% > 14 Days

🏠 116 @ 15 min = 29 staff hrs

🏠 29 staff hrs/52 weeks = .6 hrs per week

🏠 2,200 clients per year; 50% > 14 Days

🏠 1,100 clients @ 15 min = 275 staff hrs

🏠 275 staff hrs/52 weeks = 5.3 hrs per week



Program Requirements

Housing Stability Plans

- 🏠 Develop Housing Stability Plans for clients with VI-SPDAT scores greater than 3.
- 🏠 Assist participants in addressing issues that may impede access to housing (budgeting, credit history, legal issues, etc.).
- 🏠 Connect participants to resources to help them succeed in their Housing Stability Plans.
- 🏠 Monitor participants' progress implementing their Housing Stability Plans, updated 90 days.



Program Requirements

Follow-up beyond shelter

- 🏠 Assess, arrange, coordinate, and monitor the delivery of individualized services with check-ins at least once every 30 days.
- 🏠 Continue to assist clients up to 12 months during the period the program participant is living in permanent housing.
- 🏠 Provide these services for ALL types of housing exits, regardless of subsidy.



Stabilization Share Program Outcomes Matrix

Program Outcomes	Benchmark for Funding
Housing Barrier Assessment, including VI SPDAT	100% of clients assessed with shelter stays greater than 14 days
Housing Stability Plans	100% for all clients with Assessment scores greater than 3
30 Day Check-ins and Follow-up beyond shelter	100% 30 day check-ins with all clients, including beyond exiting to housing



Incentives & Performance – 20%

Eligible Applicants

Fixed Facilities and non-Fixed Facilities

Eligible Activities

Based on successful housing exits and outcomes

Program Requirements

Outcomes/Performance

- Categorized by shelter type, subpopulation and location
- % Exits to Permanent Housing
- % Return to Homelessness



Performance Measures Matrix for the Performance Share

Performance Measures	Low Barrier Shelter Benchmark	Single Adult Shelter Benchmark	Family Shelter Benchmark	Teen Shelter Benchmark	Domestic Violence Shelter Benchmark
Average rate of households exiting to Permanent Housing.	5% - 20%	30% or greater	30% or greater	30% or greater	30% or greater
Return to Homelessness within 6 months for those who previously exited to Permanent Housing.	15% or less	15% or less	15% or less	15% or less	15% or less



Reporting

- 🏠 Collect data in HMIS (or comparable database for DV providers)
- 🏠 Check monthly data quality reports
- 🏠 Submit quarterly Certification Reports for funding.....
 - 🏠 Program Outcomes
 - 🏠 Performance Measures
- 🏠 Maintain client files for ESG monitoring requirements



Emergency Shelter and Housing Assistance Program for 1/1/15 to 10/13/15

Total Clients	Individuals	Households
10	2	2

H	Client ID	Entry Date	Exit Date	VI-SPDAT Date	VI-SPDAT Type	VI-SPDAT Score	Housing Stability Plan	Period LOS	Destination
H	99920	9/15/15	9/22/15	9/17/15	Family	8	Yes	7	Rental by client, no ongoing housing subsidy (HUD)
	99921	9/15/15	9/22/15					7	Rental by client, no ongoing housing subsidy (HUD)
	99922	9/15/15	9/22/15					7	Rental by client, no ongoing housing subsidy (HUD)
H	74744	8/1/15	9/6/15	8/15/15	Family	8	Yes	36	Owned by client, no ongoing housing subsidy (HUD)
	82977	8/1/15	9/6/15					36	Owned by client, no ongoing housing subsidy (HUD)
	83706	8/1/15	9/6/15					36	Owned by client, no ongoing housing subsidy (HUD)
	84524	8/1/15	9/6/15					36	Owned by client, no ongoing housing subsidy (HUD)
	86210	8/1/15	9/6/15					36	Owned by client, no ongoing housing subsidy (HUD)
	99915	9/20/15	9/28/15	9/23/15	Individual	4	Yes	8	Permanent housing for formerly homeless persons (HUD)
	99943	9/1/15	9/22/15	9/14/15	Individual	11	Yes	21	Rental by client, with other ongoing housing subsidy (HUD)

By signing below, I certify that I have reviewed the Emergency Shelter and Housing Assistance Program report for this reporting period, and understand that we comply with the minimum data entry requirements for 2016 Shelter Funding.

Signature: _____

Date: _____



2016 Shelter Program 30 Day Check-In

HTS Provider:	New Beginnings - Home to Stay(866)
# Clients with HTS services:	28
# Current HTS Clients:	28
Date of Report:	10/20/2015

Status Legend	
Under 31 Days Ago	-)
31 to 60 Days Ago	!
Over 60 Days Ago	X

Clients currently in the projects as of 10/19/15

Client Uid	Entry Date	Last Service Date	Days from last contact	Status
91318	9/29/14	8/19/15	123	X
93051	12/12/14	7/27/15	85	X
93052	12/12/14	7/27/15	85	X
93053	12/12/14	7/27/15	85	X
92870	11/26/14	8/24/15	57	!
92322	11/7/14	8/28/15	53	!
88680	8/18/14	9/29/15	21	-)
88681	8/18/14	9/29/15	21	-)
99682	9/29/15	9/29/15	21	-)
95066	3/2/15	9/30/15	20	-)
95067	3/2/15	9/30/15	20	-)
99738	9/24/15	10/1/15	19	-)
99739	9/24/15	10/1/15	19	-)
99802	9/24/15	10/1/15	19	-)
79827	2/11/15	10/7/15	13	-)
87147	10/7/15	10/8/15	12	-)
94976	2/27/15	10/8/15	12	-)
99096	9/17/15	10/8/15	12	-)
99262	8/27/15	10/8/15	12	-)
99633	9/17/15	10/8/15	12	-)
99852	9/30/15	10/8/15	12	-)
100089	9/23/15	10/8/15	12	-)
73180	8/26/14	10/9/15	11	-)
90380	8/26/14	10/9/15	11	-)
99085	8/21/15	10/9/15	11	-)
99086	8/21/15	10/9/15	11	-)

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Signature: _____ Date: _____

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Last Client Contact



Rental Subsidies

Eligible Applicants

Fixed Facilities and non-Fixed Facilities

Eligible Activities

STEP – Short-term rental assistance, including security deposits
HCV – Long-term rental subsidies

Program Requirements

- Client Eligibility
- Documentation
- Briefings
- Housing Stability Plans

Outcomes/Performance

- Matching Assessment scores with appropriate housing resources
- Implementation of Housing Stability Plans



2016 Emergency Shelter & Housing Assistance Program

	StateHome		
	Emergency Solutions Grant (ESG)		FedHOME
	State General Fund		HCV
	Shelter Operating – 40%	Staffing – 40%	Incentives & Performance – 20%
	Rental Subsidies		
Eligible Applicants	Fixed Facilities Only	Fixed Facilities and non-Fixed Facilities	Fixed Facilities and non-Fixed Facilities
Eligible Activities	Rent, heat, utilities, security, insurance, maintenance, etc. including staff to operate and provide basic services	Staff to provide services that meet the housing, health, employment, resources and basic needs of the clients. Staffing must include at least one Navigator to quickly move clients to housing and provide ongoing housing stabilization services beyond shelter.	Based on successful housing exits and outcomes
Program Requirements	None	<ul style="list-style-type: none"> Housing Barrier Assessments, including VI-SPDAT Housing Stability Plans 30-day Check-ins Rapid Re-housing and LTS Initiatives 	<ul style="list-style-type: none"> Client Eligibility Documentation Briefings Housing Stability Plans
Outcomes/Performance	None	<ul style="list-style-type: none"> Housing Barrier Assessments administered to clients with shelter stays >14 days Housing Stability Plans for all clients with Assessment scores and updated 90 days 30 day check-ins with all clients beyond exiting to housing 	<ul style="list-style-type: none"> Categorized by shelter type, subpopulation and location % Exits to Permanent Housing % Return to Homelessness Matching Assessment scores with appropriate housing resources Implementation of Housing Stability Plans



Application & Timeline

🏠 Applicants must submit a completed application along with the required attachments by uploading their application to the MaineHousing secure ShareFile website at the following link:

<https://mainehousing.sharefile.com.>

Application Timeline	
Task	Date
Deadline for Completed Applications	November 16, 2015
Award Notification to Grantees	November 23, 2015
Navigator Trainings in Augusta	December 3, 2015 & December 4, 2015
Executed Grant Agreement	December 23, 2015
Program Year	January 1, 2016 – December 31, 2016



Questions?????

🏠 If you have questions as you prepare your Application, please e-mail SHLTAPP@mainehousing.org.

🏠 Uploading and submitting your Application and any supporting documents is simple. Just click on the following secure link: [Upload and Submit Application](#). Applications must be uploaded as a single document.

