

HPRP Local Questions & Answers

1. We do not currently use Pathways, however, the organization that we will partner with does. Will our case managers be able to use Pathways system to validate clients, or do we need our own?

Answer

In an HPRP collaborative effort, the lead agency must be a current Pathways user. The other partnering agencies must be Pathways users at the time of project implementation.

2. What's the policy on service duplication? How many times may clients be served with this funding within the spending deadline?

Answer

Clients may not be assisted with HPRP funds and other federal program funds for the same expenses during the same period. DeKalb County will develop a policy regarding the number of times a client may be served with HPRP funds.

3. What is the spending deadline? I' can't seem to find it anywhere.

Answer

HPRP funds must be expended by September 2, 2012, within 36 months of the grant signing date of September 2, 2009.

4. What makes an organization eligible to apply? Do we have to be a current recipient of DeKalb funding, like CDBG, ESG to apply for this funding? We are current recipients of EFSP in DeKalb.

Answer

See the HPRP Application (pages 6-10) for "Minimum Threshold Requirements". Receiving DeKalb funding is not an eligibility requirement.

5. Do we need to be registered anywhere else to apply?

Answer

No.

6. One of the evaluation criteria is the “linkage of the proposed project/activity with the DeKalb County Access Method Model” – what exactly does this mean? I believe it means that we will be evaluated based on our ability to show in our application that we in some or every way support the DCAM in the way we process clients, but I’m not sure.

Answer

You are expected to show that your method of processing clients ensures that clients are served or referred to the appropriate agency or mainstream provider, referrals are validated before they occur, and clients receive comprehensive services. The application should show that you support the DCAM as you process clients.

7. We are planning to employ a Case Manager and a Technical Assistant. Should the cost be listed as a Homeless Prevention cost or Rapid Re-Housing cost?

Answer

The cost should be listed as Homeless Prevention or Rapid Re-Housing according to the type of client activity. Homeless Prevention client activities target at-risk households. Rapid Re-Housing activities target homeless individuals or households.

8. On the budget request (p.20), the Financial Assistance table doesn’t include a line item for regular utilities, only utilities in arrears. Based on the PowerPoint, regular utilities seem to be an eligible item for funding, correct? If so, may I add to the table?

Answer

Payment for utilities is an eligible expense. You may add a row for utilities to the table. We have corrected the on-line application and added the “Utilities” row to the table.

9. On required documents, what are you looking for as “Operational Procedures”? RRISA has a standard operating procedures manual, but it is an entire book.

Answer

If your Operational Procedures are voluminous, you may submit the Table of Contents in lieu of the entire manual. We may ask to review the entire Operational Procedures Manual if you are among the applicants selected as finalists.

10. On pg. 4, Relevant Documents, I'm having trouble locating one of the documents listed as being on the County website: HUD Regulations Governing the HPRP. Can you help me with a link or by attaching the document?

Answer

The document can be found on the following website:

www.co.dekalb.ga.us/commdev/index.htm

11. The Homeless Prevention and Rapid Re-Housing Program application sites in Section C a conflict of interest statement. Is this in reference to the board of directors?

Answer

Yes. Provide information that shows your position on conflict of interest for your board and your organization.

12. In the application information, it was stated that those who submitted the "general requirements documentation" with the CDBG application in May 2009, do not need to resubmit this documentation for the HPRP application. Is this also the case for agencies that applied for DeKalb ESGP funds?

Answer

No, ESGP threshold requirements are not the same as CDBG threshold requirements. Unless you submitted all of the threshold documentation that was required for CDBG applicants, you must submit the HPRP threshold requirements documentation.

13. We are still looking at a collaborative effort to apply for these funds. I wanted to ask a quick question. Could we apply as a single group as our plan relies on the success and work of each other to successfully house people permanently? If so, how would you suggest we fill out the application?

Answer:

If you are applying for HPRP as a collaborating group, you should select a lead agency. The lead agency must satisfy all of the "General Threshold Requirements". The collaborating agencies must document their 501(c) 3 status and satisfy the threshold requirements that correlate to the agency's role in the collaboration. Additionally, you must submit signed copies of the agency agreements or Memorandums of Understanding that established your agreement to collaborate on this effort. In completing the application, be sure to describe each partner's role as requested in Section C. We may request additional information upon reviewing your application.