HPRP Technical Assistance Workshop
Agenda

- Introduction
  - Allen Mitchell

- HPRP
  - Overview
  - Access Model
  - Application Process
  - Melvia Richards

- Q & A
  - Staff

- Closing
  - Chris Morris
HOMELINESS PREVENTION
AND RAPID RE-HOUSING
PROGRAM
(HPRP)

Chris H. Morris, Director
Allen Mitchell, Assistant Director
Melvia Richards, Housing Manager
Community Development Department
HPRP Focus

Authorized under the American Recovery and Reinvestment Act of 2009

- Prevent Homelessness among households at risk of becoming homeless
- Rapidly Re-house homeless individuals and families
- Assist those who can sustain stability at end of assistance
Eligible Activities

- **Financial Assistance**
  - Rental Assistance
  - Rent Arrears
  - Security Deposit
  - Utility Deposit
  - Moving Expenses
  - Storage Fees
  - Hotel Vouchers

- **Housing Stabilization**
  - Case Management
  - Credit Repair
  - Legal Services
  - Housing Search
  - Outreach & Engagement

- **Administration**
  - HMIS
  - Evaluation
Eligible Activities

Rental Assistance

- Short-term Rental – up to 3 months
- Medium-term Rental – 4 to 18 months
- Rental Assistance $\leq$ 18 months rent
- Reasonable Rent
- Cannot Exceed Actual Cost
- Obtain New Units
- Remain in Existing Units
- Needs Based
- Eligibility Certification every 3 months
- County may determine amount of assistance
Eligible Activities

Rent Reasonableness

- Not more than comparable, non-luxury, unassisted units
- HUD Worksheet
  www.hud.gov/offices/affordablehousing/library/forms/rentreasonablechecklist.doc
Eligible Activities

Rent In Arrears

- Up to 6 months
- Enables participant to remain in existing unit
- Enables participant to move into new unit
- Included in determining total length of assistance
Eligible Activities

Utility & Security Deposit
- May cover same period as other subsidies
- Cannot cover same costs as other subsidies

Utility Payments
- Up to 18 months
- Up to 6 months in arrears
- Household member has account or
- Proof of responsibility
Eligible Activities

Moving Cost Assistance
- Reasonable moving costs
  - Truck Rental
  - Moving Company
  - Short-term storage (3 months or participant housed)

Motel/Hotel Vouchers – Up to 30 days
- No appropriate shelter beds
- Subsequent housing identified but not available
Housing Relocation & Stabilization

Case Management

☑ Developing, securing, and coordinating services
☑ Monitoring and evaluating participant progress
☑ Assuring rights are protected
☑ Developing individualized housing and service plan
☑ Referring to other services
Eligible Activities

Financial Counseling/Credit Repair

- Budgeting
- Free Credit Report
- Money Management
- Resolving personal credit issues
- Services or assistance to publicize availability
Eligible Activities

Housing Relocation & Stabilization

Housing Search and Placement

- Tenant Counseling
- Assisting to understand leases
- Securing Utilities
- Assuring rights are protected
- Developing individualized housing and service plan
- Securing Utilities
- Making moving arrangements
- Payment services for rent and utilities
- Mediation and outreach to property owners
Eligible Activities

Administrative Costs

✓ Accounting for the use of grant funds
✓ Training on HPRP for staff
✓ Preparing reports for submission to HUD

Do Not Include

◦ Cost of issuing financial assistance
◦ Cost of providing Relocation and Stabilization services
Eligible Activities

Outreach & Engagement
Services or assistance to publicize availability

Legal Services

- Legal Advice
- Representation in administrative or court proceedings
- Services related to mortgage ineligible
Participant Minimum Requirements

- Homeless or At Risk of Becoming Homeless
- \( \leq 50\% \) AMI
- Initial Case Manager Consultation
- Re-Certified every 3 months
Ineligible Activities

- Expenses funded through other Recovery Act Programs
- Mortgage Costs
- Credit Card
- Consumer Debt
- Car Repair
- Transportation
- Travel

- Food
- Medicine
- Medical Care
- Dental Care
- Pet Care
- Entertainment Activities
- Education or Work Related Materials
- Cash Assistance
HUD Requirements

- Substantial Amendment to HUD by May 18, 2009
- Obligate Funds by September 30, 2009
- Expend 60% of Funds within 2 years
- Expend All Funds within 3 years (30 months)
- Adhere to Federal Requirements
- Submit Reports
- Use HMIS
- Initial Case Management
- Re-certify Participants Every 3 months
# HPRP Allocation

## Estimated Budget Summary

<table>
<thead>
<tr>
<th></th>
<th>Homeless Prevention</th>
<th>Rapid Re-Housing</th>
<th>Total Amount Budgeted</th>
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<tbody>
<tr>
<td>Financial Assistance</td>
<td>$1,192,699</td>
<td>$ 597,300</td>
<td>$1,789,999</td>
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<tr>
<td>Housing Relocation and Stabilization Service</td>
<td>$ 207,600</td>
<td>$ 140,400</td>
<td>$ 348,000</td>
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<tr>
<td>Admin &amp; HMIS</td>
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<td>$ 221,999</td>
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<tr>
<td><strong>Total HPRP</strong></td>
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<td><strong>$2,359,998</strong></td>
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</table>
HPRP Proposed Distribution of Funds

- 59% for Homelessness Prevention
- 31% for Rapid Re-Housing
- 10% for Data Collection & Administration
SERVICES ACCESS MODEL
Proposed Model – Objectives

- Facilitate Participant Access
- Open Model
- Implemented in Short-term
- Easily Evaluated
- Easily Expanded or Changed
- Collaborative Effort
- Cost Effective
Assessment & Referral

Start

Provide Assistance and Follow Up

Contact Help? [Yes/No]

Living on the Street? [Yes/No]

Mental health issue? [Yes/No]

Homeless? [Yes/No]

At Risk? [Yes/No]

Provide Service Other than HPRP

Provide Assistance and Follow Up

Refer to Outreach

Contact CSB for Referral

Contact Homeless Specialty Agency

Contact At Risk Specialty Agency

Outreach Assist Process

CSB Process

Assessment Process Leading to Housing

End
# Supportive Services in DeKalb

<table>
<thead>
<tr>
<th>Furniture</th>
<th>Employment</th>
<th>Childcare</th>
<th>Emergency/Supportive</th>
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<tbody>
<tr>
<td><strong>Furniture</strong></td>
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<td><strong>Childcare</strong></td>
<td><strong>Travelers Aid</strong></td>
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<td>Furniture Bank</td>
<td>Work Force Development</td>
<td>Our House Scottdale</td>
<td>Salvation Army</td>
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<td>Caring for Others</td>
<td>Goodwill Industries</td>
<td>Sheltering Arms</td>
<td>St. Vincent De Paul</td>
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<td><strong>Mental Health/SA</strong></td>
<td><strong>HIV/AIDS</strong></td>
<td><strong>Health Care</strong></td>
<td><strong>DFAM</strong></td>
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<td>DeKalb CSB</td>
<td>Jerusalem House</td>
<td>DeKalb Board of Health</td>
<td><strong>DEAM</strong></td>
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<td>St. Jude’s Recovery</td>
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<td><strong>Caring for Others</strong></td>
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<td>Green Forest</td>
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<td>BreakThru House</td>
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<td>PCA</td>
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<td>Project Take Charge</td>
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<td>Transition House</td>
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<td>Hosea Feed the Hungry</td>
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<td><strong>DFCS</strong></td>
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<td>DeKalb School System</td>
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<td>DeKalb Police</td>
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<td>Center for Pan Asian</td>
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<td>Jewish Family</td>
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<td>Africa’s Children’s Fund</td>
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<td></td>
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<td>DeKalb Family</td>
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<td></td>
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<td>Resource</td>
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**Furniture**
- Furniture Bank
- Caring for Others

**Employment**
- Work Force Development
- Goodwill Industries

**Childcare**
- Our House Scottdale
- Sheltering Arms

**Emergency/Supportive**
- Travelers Aid
- Salvation Army
- St. Vincent De Paul
- DEAM
- Caring for Others
- Green Forest
- PCA
- Project Take Charge
- Hosea Feed the Hungry
- DFCS
- DeKalb School System
- DeKalb Police
- Refugee Family
- Services
- Latin American
- Center for Pan Asian
- Jewish Family
- Africa’s Children’s Fund
- DeKalb Family
- Resource
Lead Agencies
Homeless / At Risk / Outreach Services

- Accept Referrals
- Assess Clients and Develop Plans
- Enter HMIS Information
- Refer Clients to Other Services
- Refer Clients to Intensive Case Management when necessary
- Provide Follow-up
- Lead Agency Meeting to Discuss Difficult Cases
Housing Referral Center

- Tracks all housing in DeKalb for persons at 30% of AMI
- Assists caseworkers and social service agencies
- Uses and promotes [www.georgiahousingsearch.org](http://www.georgiahousingsearch.org)
- Develops landlord relationships
- Facilitates move-ins
- Arranges for Inspections
- Ensures Rent Reasonableness
- Makes Landlord and Other Payments (HPRP)
THE APPLICATION PROCESS
Submission Information

- **Deadlines**
  - June 1, 2009
  - 4:30 PM

- **Location**
  DeKalb County Community Development
  1807 Candler Road
  Decatur, GA

- **Number of Copies**
  - 1 Original with Attachments
  - 4 Copies without Attachments
Evaluation Criteria

- Consistency with HPRP Goals and Regulations
- Linkage to Access Model
- Linkage to Other Services and Mainstream Providers
- Agency’s Financial Stability
- Experience in Application Area
- Experience in Administering Grants
- Project Budget Relative to Service
- Site Visit and Interviews
Threshold Requirements

- **General Requirements**
  - Same as 2010 CDBG Threshold Requirements
  - Documentation not required if submitting with CDBG
  - Place in Section IV
  - Indicate page numbers in Checklist

- **Programmatic Requirements**
  - Documentation for applicable HPRP component
  - Place in Section IV
  - Indicate page numbers in Checklist
Budget

- Organizational Budget
  - Attachment A
  - Same as CDBG
- HPRP
  - Homelessness Prevention – Serving At-Risk
  - Rapid Re-Housing – Serving Homeless
Administrative Costs

- Not Costs of Issuing Financial Assistance
- Not Costs of Providing Relocation & Stabilization Services
- Report Preparation Cost
- Costs for HPRP Training
- HPRP Grant Fund Accounting Costs
- Itemize Costs
<table>
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<tr>
<th>Date</th>
<th>Activity</th>
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<tr>
<td>4/23- 5/5</td>
<td>Public Comment Period</td>
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<td>12-May</td>
<td>BOC Meeting – HPRP Draft Substantial Amendment - Agenda Item</td>
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<td>5/13 – 6/1</td>
<td>Agency Application Period Period</td>
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<td>18-May</td>
<td>Substantial Amendment Due to HUD</td>
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<td>2-Jul</td>
<td>HUD Approval</td>
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<td>14-Jul</td>
<td>BOC - Recommended Agency Review</td>
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<td>2-Sep</td>
<td>HUD Agreement Signed</td>
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<td>30-Sep</td>
<td>Funds Allocated to Agencies/Agreements Signed</td>
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