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**Homeless Prevention and Rapid Re-Housing Program
Draft Program Design
North Central WV Community Action Association, Inc.**

Program Summary

The US Department of Housing and Urban Development (HUD) recently announced the availability of funds to states through the American Recovery and Reinvestment Act (ARRA) for Homeless Prevention and Rapid Re-Housing Services (HPRP) (<http://www.hudhre.info/index.cfm?do=viewHPRP>). The intent of this program is to allow non-profit service providers already involved in homeless services to access funds to provide case management services, rapid re-housing services, short term rental assistance (up to 3 months), medium-term rental assistance (4-18 months) and utility, security deposit, and moving/storage assistance to persons who are homeless or are in danger of becoming homeless. All program participants must be at or below 50% of Area Median Income. The WV Governor's Office of Economic Opportunity currently has \$7.9 million available over a three year period. Funds must be obligated to sub-grantees by September 30, 2009 and 60% must be expended in the first 24 months, and 100% of funds must be expended at the end of three years.

North Central WV Community Action

North Central WV Community Action Association currently provides Homeless Recovery Services out of its two emergency shelters, Scott Place Homeless Shelter (31 emergency shelter beds) in Fairmont, WV and Randolph County Homeless Shelter (16 beds) in Elkins, WV. Each shelter provides for the basic needs (shelter, meals, showers, and laundry services), information and referral, and case management services to hundreds of homeless individuals and families annually. In addition, Scott Place Homeless Shelter also offers the Veterans Administration (VA) Grant and Per Diem Program which provides 5 transitional housing beds to Homeless Veterans. Scott Place is also currently building 2 units and rehabilitating another 3 units of Permanent Housing for the Homeless Disabled through HUD's Supportive Housing Program (SHP), and 4 units of Transitional Housing for the Homeless, also through HUD's SHP Program. These projects are slated for occupancy in October 2009.

North Central WV Community Action Association also has a vast reach and offers case management, emergency services, Weatherization, free tax preparation, and Head Start/Early Head Start services in nine counties in West Virginia.

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Program Approach

North Central has designed an innovative program approach that best meets the needs of the population to be served by the HPRP program. North Central desires to braid the HPRP funding with Community Service Block Grant (CSBG) ARRA funding to create a comprehensive case management structure for low-income individuals and families who are in danger of becoming homeless or are considered sheltered or unsheltered homeless. HPRP case management services would be made available throughout Monongalia, Marion, Preston, Taylor, Barbour, Tucker, Randolph, Greenbrier, and Pocahontas Counties by providing three (3) Case Managers who would also act as Housing Locators for persons and families in danger of becoming homeless. The Case Managers would assist participants via three program vehicles:

- Flexible Client Financial Assistance: Assistance to meet immediate emergency needs of participants who are homeless or are in immediate danger of becoming homeless. This would include rent or utilities that are in arrears, or the provision of vouchers for motel/hotel accommodations until suitable rental arrangements can be made. These dollars would be made available to North Central WV Community Action's County Office for immediate assistance to clients meeting the criteria. All payments would be made directly to landlords and motel/hotels.
- Short-term rental assistance: Assistance to families and individuals with rent up to 3 months. Case Manager/Housing Locators would administer these funds directly to landlords and utility companies.
- Medium-term rental assistance: Assistance to families and individuals with rent from 4 to 18 months. Case Manager/Housing Locators would administer these funds directly to landlords and utility companies.

Case Management

Case Manager/Housing Locators would maintain ongoing relationships with local Housing Authorities. Housing Authorities would approve all new landlords and provide Case Manager/Housing Locators with Housing Authority-approved landlords via a letter of agreement with North Central WV Community Action Association. Case Manager/Housing Locators would initiate the first contact with potential participants and determine their specific needs in terms of housing and case management and coordinate with appropriate Community Action and Housing Authority staff once the determination has been made.

Participants for the HPRP Program would be drawn from 3 main sources:

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- All clients currently in Emergency Shelter in Scott Place Homeless Shelter and the Randolph County Homeless Shelter who might be eligible for housing. Approximately 15 total clients at any given time.
- All clients in the Community Action Client Tracking Database (DBA FacsPro) who indicated they were “living with friends or family” and “receiving no government assistance with rental payments”. Currently this number is 307 people.
- All referrals from local Housing Authorities of people who are currently homeless and need immediate housing/shelter. This number is currently undetermined.
- Referrals from collaborative partners with a signed Letter of Agreement.

Case Manager/Housing Locators would provide housing or rapid re-housing initially and then would put into place an intensive case management plan for each participant which would include employment assistance, life skills instruction (money management, parenting, computers, employment assistance), substance abuse and addiction referral, mental health referral, child care and/or Head Start/Early Head Start referral and case management, and referral to other Community Action Programs (Financial Literacy/Asset Development/Credit Repair, Homebuyer Education, Garden Program, Free Tax Preparation). Case Managers would be equipped with mobile technology (wireless broadband, laptops, and cell phones) and would therefore essentially not have an office location, but would have access to all of North Central WV Community Action’s nine county office locations as needed.

Risk Factors for Eligibility

Per the HUD Notice of Funding Availability (NOFA) the following risk factors will be taken into account when identifying possible participants:

- Eviction within 2 weeks from a private dwelling (including housing provided by family or friends);
- Discharge within 2 weeks from an institution in which the person has been a resident for more than 180 days (including prisons, mental health institutions, hospitals);
- Residency in housing that has been condemned by housing officials and is no longer meant for human habitation;
- Sudden and significant loss of income;
- Sudden and significant increase in utility costs;
- Mental health and substance abuse issues;
- Physical disabilities and other chronic health issues, including HIV/AIDS;
- Severe housing cost burden (greater than 50 percent of income for housing costs);
- Homeless in last 12 months;

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- Young head of household (under 25 with children or pregnant);
- Current or past involvement with child welfare, including foster care;
- Pending foreclosure of rental housing;
- Extremely low income (less than 30 percent of Area Median Income);
- High overcrowding (the number of persons exceeds health and/or safety standards for the housing unit size);
- Past institutional care (prison, treatment facility, hospital);
- Recent traumatic life event, such as death of a spouse or primary care provider, or recent health crisis that prevented the household from meeting its financial responsibilities;
- Credit problems that preclude obtaining of housing; or
- Significant amount of medical debt.

Potential Partners

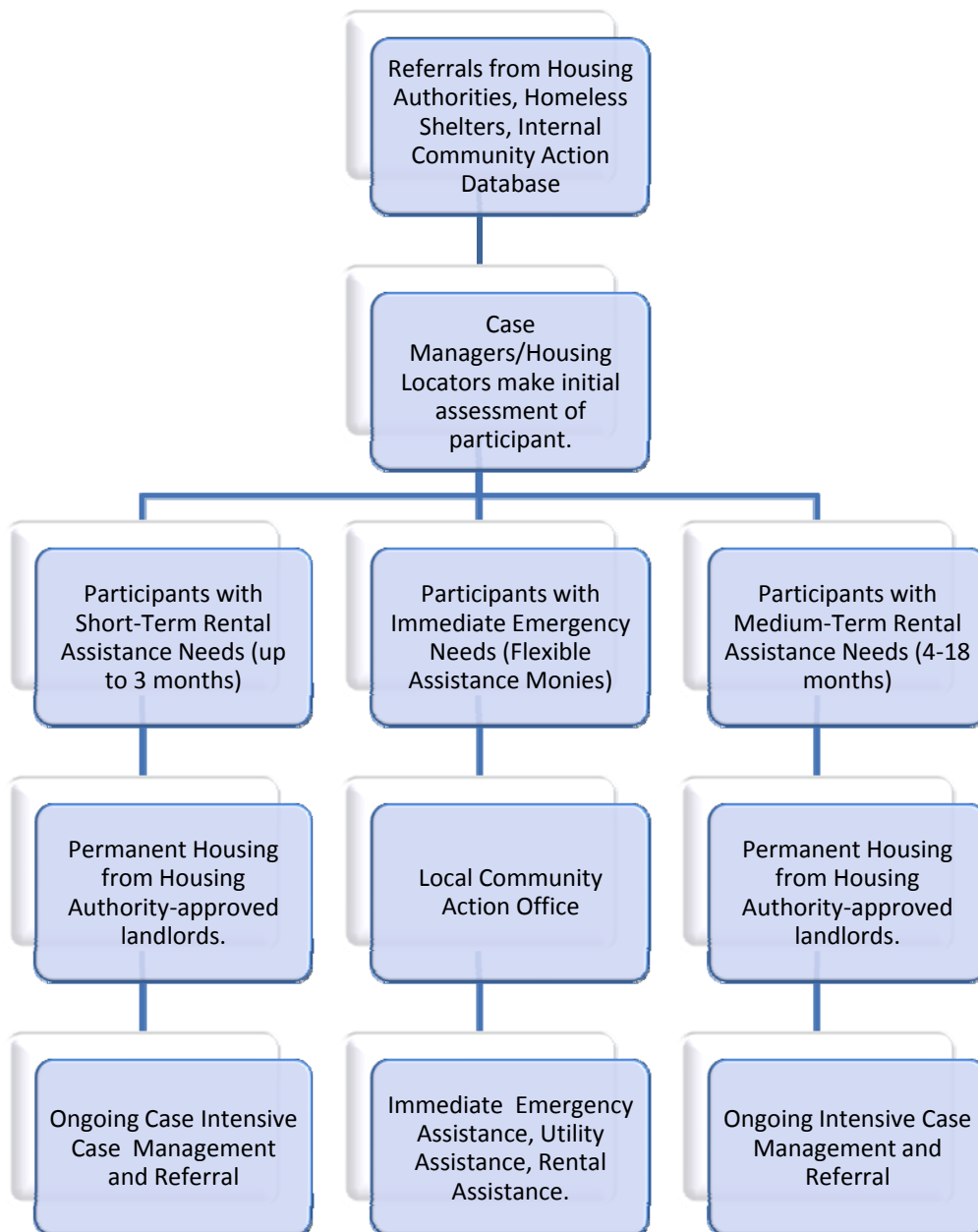
Potential Partners and Collaborators would include:

- The Fairmont/Morgantown Housing Authority (Marion, Monongalia, and Preston Counties).
- The Randolph County Housing Authority (Barbour, Randolph, Upshur, Lewis, Pendleton, and Tucker Counties).
- The Grafton Housing Authority (Taylor County).
- The Greenbrier County Housing Authority (Greenbrier and Pocahontas Counties).
- The North Central Earned Income Tax Credit Coalition (for budgeting, credit repair, and free tax preparation assistance) (Barbour, Braxton, Harrison, Lewis, Marion, Monongalia, Preston, Randolph, Taylor, Tucker, Upshur, Webster Counties).
- The Southern Earned Income Tax Credit Coalition (for budgeting, credit repair, and free tax preparation assistance) (Fayette, Greenbrier, McDowell, Mercer, Monroe, Nicholas, Pocahontas, Raleigh, Summers, Webster and Wyoming Counties).
- Bartlett House Shelter (Monongalia County).
- North Central WV Community Action Head Start/Early Head Start Program (for preschool education throughout Barbour, Marion, Pocahontas, Preston, Randolph, Taylor, Tucker, and Webster Counties).
- Monongalia County Head Start/Early Head Start.
- Caritas House (Monongalia County)
- WVU Extension Service (for credit repair/financial literacy assistance, data assistance, and connections to local Corrections Facilities) (All counties in West Virginia).

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- HOPE Domestic Violence Shelter (Marion County), Women's Aid In Crisis (Randolph, Barbour, and Tucker) and other Rape and Domestic Violence Centers.
- WV 211 (All WV counties).
- Local Mental Health Providers (Appalachian Mental Health, Valley Health Care, Summit, Chestnut Ridge Hospital).
- Local Hospice Organizations.

Flow of Work



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Results and Outcomes

It is estimated that over 600 people who are either homeless or at risk of homelessness can benefit from this program over a 3-year period. All participants in the HPRP Program and their subsequent outcomes and successes will be tracked within North Central WV Community Action's Homeless Management Information System (HMIS) Software per the mandate of the American Recovery and Reinvestment Act. Outcome will follow the tenants of Result-Oriented Management and Accountability (ROMA) <http://www.roma1.org/>, and will be based on the following goals:

Goal 1: Prevent people from becoming homeless.

Goal 2: Divert people who are applying for shelter, when appropriate, into other housing.

Goal 3: Help people who become homeless to quickly move into permanent housing.

Goal 4: Increase self-sufficiency to prevent future occurrences of homelessness or mitigate the further risk of homelessness.

Budget

Please see the attached draft budget for the North Central WV Community Action Association HPRP Program. Please note that Case Manager/Housing Locators salaries are based on the North Central WV Community Action Association Wage Comparability Detail, utilizing the base starting rate of a Head Start Family Resource Coordinator (Case Manager).

Sustainability

Beyond the three-year commitment of this grant, it is the intent of North Central to continue the commitment to provide ongoing case management services to appropriate clients as needed. While future funding is unclear at the moment, especially in terms of the ARRA, it is our hope that offering this kind of ongoing case management will become the norm of community action, versus the exception. Additionally, it is also unclear as to the availability of the rental assistance and flexible assistance dollars at the close of the three year commitment, but the overarching goal of this program will be to make as much positive impact on the self-sufficiency of low-income individuals and families by providing as much permanent housing and case management as possible over the course of the three years of this program. At the close of the three years, potential funding considerations for continuation of the program will have to be assessed.