Request for Proposals for Louisville, Kentucky Youth Homeless Demonstration Program

Funded by the U.S. Department of Housing and Urban Development

Submission and Training Dates: Application training to take place at YMCA Safe Place, March 26 at 10:00 a.m.

Applications due by 5:00 p.m. on April 26

Submit Proposals to: Erica Johns, The Coalition for the Homeless – ejohns@louhomeless.org

For Questions, Contact: Natalie Harris, The Coalition for the Homeless – nharris@louhomeless.org or 502-636-9550 x 212

Louisville Homeless Youth Plan Table of Contents

Section A: Louisville Homeless Youth Plan and YHDP Background

The Louisville/Jefferson County Continuum of Care (CoC) is honored to be selected by the U.S. Department of Housing and Urban Development (HUD) to participate in the Youth Homelessness Demonstration Program (YHDP).   In 2017, the Louisville Coalition for the Homeless initiated a community planning process to address homelessness among unaccompanied youth and young adults (YYAs) as an element of the CoC's coordination efforts. The process brought together a wide array of government agencies, service providers, non-profit organizations, stakeholder groups and, most importantly, young adults who experienced homelessness.

The objective of this demonstration program is to prevent and end homelessness among YYAs by building comprehensive systems of care for young people through evidence-based strategies.

Through this demonstration program, Louisville will commit to:
- Partner with the larger community to create and implement the YHDP Coordinated Community Plan (CCP).
- Implement continuous quality improvement strategies, and develop a framework for sustainable input from YYA.
- Prioritize the needs of subgroups of unaccompanied YYA and pregnant and parenting youth, including LGBTQ YYA, YYA of color, victims of sexual trafficking and exploitation, and youth involved in the juvenile justice and foster care systems.
- Ensure that a variety of housing interventions and levels of service are available throughout the community and accessible without preconditions.

Key Definitions for terminology used throughout the YHDP Plan:
Youth = Minors under the age of 18
Young Adults = Young Adults, ages 18-24

Section B: Louisville's Vision and Goals

Vision Statement
Through a shared community responsibility approach, Louisville will make homelessness among YYAs rare and create opportunities for all young adults in Louisville to obtain secure housing and flourish through their own contributions to the future of the city.

Goals, Objectives, and Draft Action Steps
The community planning process brought together representatives from across the entire system of care and those with a lived experience of homelessness to identify and discuss goals and objectives.   The final list of goals and objectives is listed below. This process was designed to create a systems-approach to dealing with homeless YYAs by focusing on root causes and the intersectionality of issues relating to YYA homeless prevention and care. The process goals and

objectives take into account the overlapping nature of housing, education, employment and social and emotional well-being needs.

Goal 1: Address gaps in shelter and housing options for YAs in metro Louisville
1.1: Ensure safety and appropriate services in adult shelters until YA shelter can be created
1.2: Create additional temporary and supportive housing options for YAs
Goal 2: Partner with existing community housing providers to address YA housing need and gaps
2.1: Create YA priorities and incentives in existing housing programs
2.2: Increase landlord participation in YA housing programs
Goal 3: Create a web of supports to ensure housing stability and a strong future for homeless youth
and YAs
3.1: Increase services to help YAs access and maintain housing and thrive in the community
3.2: Increase services to YAs reentering the community from state care and incarceration as well as youth on the streets
Goal 4: Create trauma-informed, client-focused services for youth with greater service needs
4.1 Link YA with behavioral health needs to appropriate trauma-informed services
4.2 Ensure assessment and housing/ service referral of each YA is client driven AND responds to different needs for service type, intensity, and length of supports
4.3: Ensure providers, program staff, volunteers and participants are trained on the principles of Positive Youth Development, Trauma Informed Care, Harm Reduction and Cultural Competency
Goal 5: Address the barriers to housing and services for homeless YAs
5.1: Remove transportation and other barriers to success
Goal 6: Improve educational opportunities to improve the long-term outcomes for homeless youth and YAs
6.1: Implement tailored educational supports to increase high school graduation/GED completion rates and stability in higher education.
Goal 7: Increase the opportunities for homeless youth and YAs to gain meaningful, sustainable work today and in the future
7.1: Target housing interventions to YAs attending post-secondary education and employment
7.2: Increase opportunities for YAs to access employment with meaningful pay

Section C: Eligible Applicants

Applicants and sub-recipients (if any) of YHDP funding must be non-profit organizations, state or local governments, or instrumentalities of state and local governments. Applicants must be in good standing with both the federal and local government.

Section D: Eligible Activities and Definitions

The following activities were prioritized through the YHDP planning process in Louisville and are eligible to include in YHDP proposals:

Activity	Funding Range	Number to Be Served	Eligible Activities
1. Support Host Homes through program coordination and incentives	$60,000-75,000	15	• Host home coordinator • Supervision, benefits and expenses • Host incentives
2. Create a Transitional to Rapid Re-Housing program	$440,000 - $654,000	40-55	• Operations of transitional facility • Case management • Supervision, benefits and expenses • Client assistance in transitional housing • Rapid Re-Housing vouchers (40-50 per year)
3. Create programming to expand Family Scholar House to more homeless YAs	$50,000-$90,000	32	• Case manager • Supervision, benefits and expenses • Client assistance
4. Create landlord incentives for landlords to house homeless YAs	$21,000-$185,000	40-90	• Double deposit funding • Last month rent funding • Repair pool • Other inventive ideas
5. Create a housing navigator position to improve access to housing	$53,000-62,000	60-80	• Housing Navigator • Supervision, benefits and expenses
6. Create a peer support network	$174,000-304,000	60-80	• Peers • Supervision, benefits and expenses • Staff transportation • Client assistance
7. Expand the Web of Support model community-wide	$3,500-5,000	300+	• Training costs
8. Expand hours and services at drop-in day programs	$33,000-45,000	300+	• Drop-in center staffing • Building operations • Client food and services
9. Create a community-wide case management team for YYAs	$227,000-276,000	60-80	• Case managers • Supervision, benefits and expenses • Staff transportation

			• Client assistance
10. Create service navigator program to help YAs access education, employment and other supports	$80,000-160,000	60-80	• Service Navigators • Supervision, benefits and expenses • Staff transportation • Client assistance
11. Create a flexible pool to support transportation and other YA service needs	$29,000-50,000	100+	• Client assistance
12. Match Rapid Re-Housing vouchers with employment programs	$155,000-185,000	20	• Vouchers
13. Expand shelter employment programs to target YYAs	$85,000-128,000	30	• Employment Specialist • Training costs • Client assistance

Host Homes Coordination and Incentives

Host Homes provide short-term housing in the homes of community volunteers. The model trains and matches YAs who are transitioning to housing with community volunteers who offer a meal and place to stay at their home during the housing search. While the funding for case managers and the long-term housing can be paid for through existing HUD grants, YHDP now allows applicants to apply for funding to cover the cost of a staff member to coordinate the program, support YAs and hosts, vet participants and address any program concerns. This funding can also be used to provide small incentives to hosts to cover a portion of their cost. This could potentially be done in the form of a monthly per diem or a food/housing allowance to cover actual costs.

Transitional to Rapid Re-Housing

Transitional to Rapid Re-Housing is a new HUD model that allows applicants to cover the cost of operating short-term transitional housing for YAs in a single or several locations as well as the costs of short-term Rapid Re-Housing vouchers for these same YAs. Applicants can identify existing or create new transitional housing. Transitional housing is short-term housing with supports on site that YAs can access immediately and stay in during their housing search. Staff working with a Transitional Housing to Rapid Re-Housing Program would then work with YAs

in the transitional housing to quickly find apartments in the community and provide assistance with the rent as needed by the YAs until they can become self sufficient.

One innovative aspect of the YHDP Program is that applicants can create programs that are flexible in the length of time needed by each participant both in transitional and while receiving rapid re-housing assistance. Applicants can also design programs that offer choice in locations of both components and the services provided to each participant.

Matching Rapid Re-Housing

As described above, Rapid Re-Housing is a short-term voucher program that allows applicants to pay a portion of the YAs rent based on need and length of time needed to reach stability. The matching rapid-re-housing with employment programming component is an innovative effort to get non-profits who administer community education training programs to apply for rapid re-housing vouchers or partner with a housing partner to offer these vouchers to participants of employment training programs who are homeless. The goal of the program is to provide stability for more homeless youth to access and complete employment training and maintain stability in housing afterwards through full-time employment, making the voucher available to new participants in the future.

Operations of Transitional Housing

One component of the transitional to rapid re-housing program is covering the operations costs of the transitional housing facility. Operations costs can include rent, utilities, insurance, food for participants and other basic costs to manage the facility. A mortgage is not an eligible cost.

Case Management

Case management is the core service component of most homeless programs. These are the staff that work directly with YYAs to access and maintain housing, create a plan for future sustainability and work to reach each goal, help to make connections with mainstream services in the community and more. Community-wide case management is case management services that follow a client even if they progress from one program or agency to another. Applicants can determine the minimum education and training requirements for case managers but all must be trained in the YHDP principles.

Peer Support Specialist

Peer support specialists also work to help YYAs maintain housing, create a plan for future sustainability and work to reach each goal, make connections with mainstream services and more. But, peer support specialists also have a lived experience with homelessness and can speak to their own experience in supporting YYAs. Applicants can determine the minimum education and training requirements for peer support specialists but all must be trained in the YHDP

principles. Kentucky also provides peer support training as needed. This training is required for peer support specialist services that will bill Medicaid.

Employment Specialist and Client Assistance

An employment specialist coordinates services that help YYAs experiencing homelessness access employment. This can include job coaching, job training, assistance with job applications, on the job training and other needs to train for, access and maintain employment. Employment training programs can also include client assistance needed to help participants complete training programs including food, transportation and child care.

Housing Navigator

A housing navigator helps YYAs experiencing homelessness apply for housing vouchers, get to housing application meetings, complete application paperwork, complete the housing search, find an apartment and sign and understand the responsibilities of their lease. They also work with local landlords to identify available units and maintain a list for those in need.

Service Navigator

A service navigator helps YYAs experiencing homelessness access all the additional supports beyond housing. This includes any for of education, employment and services. It also means understanding the various program guidelines, requirements, timelines and funding in order to refer participants to the best program for their needs. They also work with local service partners to understand their program changes and availability and maintain a list for those in need. Applicants may choose to create a navigator program that includes both housing and services or create separate specialists based on the need.

Landlord Incentives

Landlord incentives are any type of incentive to get additional landlords to rent to YYAs. These incentives can include double deposits, last month's as well as first month's rent or a repair pool for any damages.

Web of Support

The Web of Support model is a system to support YYAs as a community. Both adults and youth agree to meet regularly to talk and share their interests and needs. As they get to know each other better, participants help each other and create a web of support to address the needs of the YYAs and increase the number of caring adults available to help when they are in need. This program has been successfully implemented at YMCA Safe Place and Louisville is hopeful to expand to other agencies serving YYAs.

Drop-in Day Programs

Drop-in day programs allow YYAs to drop by for services when they are in need. Services can be varied and include showers, food, laundry, clothing closets, transportation, computers, employment programs, sports activities, life skills classes and more. Presently Louisville has two drop-in day programs with limited hours. This funding can be used to hire staff to allow these or other facilities to open for additional hours or make it possible for YYAs to get new services at the drop-in sites.

Section E: Other Minimum Requirements

Match Requirements

All applications for YHDP funding must include a minimum of 25% in proposed match funding for the 2-year grant period. Match may include public and private cash and in-kind contributions that can be documented as contributed to program recipients. Expended program income, including occupancy fees, may be used as match. For more information on match see: https://www.hudexchange.info/coc/faqs/#?topic=Program%20Requirements&id=974BD5A2-AD49-AF68-7C417BAF64CAB483&subtopic=Match

Addressing YHDP Program Priorities

All applicants must agree to design programs and train staff in accordance with the Louisville YHDP Principles. Training will be provided initially on these principles through the Louisville CoC but it is the responsibility of the applicant to continue education and maintain a dedication in program operations and hiring based on these principles:

1) **Combating Implicit Bias and Institutionalized Racism** – Louisville has only just begun to understand that years of segregation and policies created to diminish the opportunities of minorities have created barriers to success for many people and communities in our city. At the same time, our biases are so deeply ingrained that we are often not even aware of their continued impact on our minority populations. We must be honest about this in all communications, provide regular training to remain mindful of our biases, and ensure that we consider the voices of persons of color in each step of the implementation of this plan. Every effort should be made to hire minority candidates for positions in these programs (especially leadership roles). Programs should be designed to target minority populations for program referrals and entry and to address biases that prevent minority youth from accessing services at a rate comparative to the level of need identified by the Louisville CoC.

2) **Positive Youth Development** – A growing body of research shows that young people possessing a diverse set of protective factors can experience more positive outcomes. Research also shows that interventions are even more effective when they engage youth as equal partners. This plan seeks to not only provide housing and education or employment for YYAs experiencing homelessness in our community, but also seeks to

work hand-in-hand with our Youth Action Board and other young adults experiencing homelessness to focus on their interests, skills and abilities to make a difference in their own lives and neighborhoods. All programs should be designed to insure that YYAs are part of program design, staffing and oversight. They should design programs to help YYAs develop and grow versus correct or cure. Additionally, programs must not just serve youth but include them in opportunities to volunteer and help others.

3) **Trauma Informed Care** – With 18% of the homeless young adults identified in HMIS reporting a history of experiences of domestic violence (this excludes those in the separate DV database) and over 40% reporting experience with sex trafficking, we know that the number of young adults who have experienced multiple life traumas is high. When working with these youth, we must be aware of how these traumas affect young adults' priorities and responses to services (and service barriers) and influence their cognitive, biological and emotional functioning. All programs must agree to provide training to <u>all</u> staff on trauma informed care and to assess their programs to identify and address barriers that re-traumatize program participants

4) **Client Choice** – Many homeless young adults miss opportunities for community services available to them because our systems (including foster care and many homeless services) rarely provide choices or the ability to realize their own life goals and preferences. This plan works innovatively to avoid the standard approach of designing programs to accommodate the agency staff rather than best serving the client. All programs must be designed to provide multiple options for the YYAs served. This can include working with YYAs to design services focused on various employment or education options; providing housing at various sites with multiple levels of supports; creating subsidy programs with various lengths of stay based on need; and/or allowing participants to design their own service plan.

5) **Housing First** – Housing First is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Programs funded through YHDP must remove any barriers to housing access such as requirements to be "housing ready" or stipulations for treatment compliance or completion prior to housing. All programs must be designed to move participants quickly into housing addressing any delays due to paperwork, meeting requirements, inspections and housing search understanding that safety and choice must still be a priority.

Participation in the Louisville CoC

While the YHDP Program is a two-year demonstration program to identify and fund innovative solutions to YYA homelessness, eligible and successful projects will have the opportunity to be renewed through the annual Louisville Continuum of Care (CoC) process after the initial two years of operation. Therefore, it is important that all applicants participate fully in this process in order to successfully integrate into the full continuum of homeless services in the community. Louisville CoC requirements include:

1) **Monthly CoC Meetings** – while CoC applicants are not required to participate in monthly CoC meetings, participation in at least 10 of the 12 meetings each year gives an agency the opportunity to vote on all decisions including the ranking of future CoC program grants.

2) **HMIS Participation** – all YHDP and CoC-funded agencies are required to participate in the Homeless Management Information System (HMIS) managed by the Coalition for the Homeless. This includes entering all program participants into the database and updating progress annually. Funded agencies are also required to submit quarterly reports from HMIS to ensure that data is up to date and meets minimum quality requirements. Additionally, agencies are required to submit date required to complete the HIC, PIT, and LSA as required by the CoC lead.

3) **Coordinated Assessment** – all YHDP and CoC-funded agencies are required to accept referrals for housing through the Family Health Centers Coordinated Assessment Team (CA). The CA Team conducts an assessment (adapted for YYAs) on each homeless person in the community to evaluate need and make appropriate referrals for housing. While the CA will provide documentation demonstrating homelessness at the time of referral, the agency retains responsibility for insuring the client documentation meets HUD documentation standards at the time of intake.

Meeting HUD Guidelines, Requesting Waivers and Renewability

All applicants must comply with U.S. Department of Housing and Urban Development Continuum of Care Interim Rule 24 CFR_578 - https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version/- and the FY2017 YHDP NOFA - https://www.hudexchange.info/programs/yhdp/- except in cases where a waiver has been granted.

The population served must meet the HUD definition of homeless and all applicable homelessness documentation requirements. For more information see: https://www.hudexchange.info/resources/documents/Determining-Homeless-Status-of-Youth.pdf

The purpose of the YHDP is to develop and demonstrate comprehensive, innovative approaches to ending youth homelessness. Therefore, you are encouraged to develop and apply for innovative solutions in your project design and to request waivers in program implementation. However, some waivers for statutory changes and some activities including construction and rehabilitation make a project ineligible for program renewal. Therefore, only renewable projects will be approved for funding. Others or non-renewable activities will be encouraged to apply for other funding opportunities like the Louisville Affordable Housing Trust Fund. Additionally, HUD YHDP FUNDS CAN ONLY BE USED TO FUND NEW PROGRAMS OR EXPAND PROGRAMS.

Application Deadlines

Applications submitted after the published YHDP deadlines will not be reviewed for funding. Deadlines include:

- **April 26, 2019 – YHDP Application Submitted to the YHDP Project Review Committee**
- **July 1, 2019 – Final Application and Attachments Submitted to HUD through eSNAPS**

Agency Capacity

All projects funded through the YHDP program must submit an application through the electronic eSNAPS system; will enter into a grant agreement directly with the U.S. Department of Housing and Urban Development (HUD); will be required to enter all data into the HMIS system and provide quarterly reports to the Louisville CoC and submit electronic reports annually to HUD; must comply with all federal requirements including fair housing, drug free workplace and confidentiality; must meet all federal audit requirements; and must maintain all records for review by HUD as outlined in the CoC regulations. Therefore, it is imperative that all applicants review their agency capacity to determine they are equipped for federal grant management.

Reporting Requirements

All funded YHDP and CoC grantees must comply with federal reporting requirements. Participant data should be entered timely in HMIS to insure that it is up to date and includes client progress in order to submit a program report annually to HUD no later than 90 days after the end of each program year. Additionally, the Louisville CoC requires that all grantees print and submit a report quarterly to ensure data standards and program outcomes are being met. If either is not being achieved, the Coalition for the Homeless staff will contact you for technical assistance in addressing the matter.

Section F: Designing a Project

Because the YHDP Program is designed to encourage innovation, the Louisville CoC and Homeless Youth Committee have created an innovative approach for applicant's to develop their project design. Through the Louisville YHDP planning process, 13 activities were identified for funding from YHDP as outlined in Section D above. Rather than requiring applicants to submit separate applications for each activity they wish to include in their overall project design, each applicant is asked to pick all the activities they would like to include and to describe them in a single application with each activity as part of the narrative and program budget. An applicant can also apply for a portion of an activity. For example, the activity create a peer support network includes funding to hire and support multiple peers in homeless programs. One

applicant could apply to create a program to hire peers to be placed at various programs or multiple programs could include hiring one or two peers as part of their program design. Each activity has a proposed pool of funding to give applicants an idea of how much could be requested in total for that activity in order to fund all of the community's priority activities.

Please note that your project may score the highest for three of four activities while another applicant may have the best design for the fourth. In this case, the review committee will reach back out to both applicants to determine if they are willing and able to administer the portion of the project where the team recommended funding and willing to work together through implementation to insure both projects are serving YYAs in the most effective and collaborative manner.

Section G: Targeting

Through research on the number of homeless YYAs and the sub-populations represented as well as results of the Coalition Supporting Young Adults needs assessment, we have determined that projects requesting funds for the activities listed below should work to target those activities to the YYAs in most need of those services

Activity	Sub-Populations in Greatest Need of Activity
1. Support Host Homes through program coordination and incentives	• LGBTQ YAs • Parenting YAs
2. Create a Transitional to Rapid Re-Housing program	• Parenting YAs • LGBTQ YAs • YAs experiencing Human Trafficking and Domestic Violence • Minority YAs
3. Create programming to expand Family Scholar House to more homeless YAs	• Minority YAs • Disabled YAs • LGBTQ YAs
4. Create landlord incentives for landlords to house homeless YAs	• Minority YAs • Disabled YAs
5. Create a housing navigator position to improve access	• Disabled YAs • YAs exiting foster care

to housing	
6. Create a peer support network	• YAs exiting foster care • Disabled YAs • LGBTQ YAs
7. Expand the Web of Support model community-wide	• LGBTQ YAs • Minority YAs • Disabled YAs
8. Expand hours and services at drop-in day programs	• YAs exiting foster care • Minority YAs
9. Create a community-wide case management team for YYAs	• YAs experiencing Human Trafficking and Domestic Violence • Parenting YAs • YAs exiting foster care
10. Create service navigator program to help YAs access education, employment and other supports	• Disabled YAs • YAs exiting foster care
11. Create a flexible pool to support transportation and other YA service needs	• Parenting YAs • Minority YAs • Disabled YAs
12. Match Rapid Re-Housing vouchers with employment programs	• Minority YAs • Disabled YAs • YAs exiting foster care
13. Expand shelter employment programs to target YYAs	• Minority YAs • Disabled YAs • YAs exiting foster care

Section H: Technical Assistance

The Coalition for the Homeless and HomeBase are available to help determine what is eligible and answer other questions:

nharris@louhomeless.org

erutherford@louhomeless.org

piper@homebaseccc.org

natalie@homebaseccc.org

For those agencies who intend to submit an application regarding education partnerships or support, you can receive additional guidance from our Technical Assistance consultant Christina Dukes with the National Center for Homeless Education (NCHE). She can be reached at cdukes@serve.org or (336) 315-7385.

Section I: Project Selection

All applications for YHDP funding submitted by the published deadline will be scored by the "YHDP Project Review Committee" using the Project Scoring Tool included here as Section L and created specifically for the YHDP funding process. This committee will consist of seven members to include:
- three members from the Youth Action Board,
- two members of the CoC Advisory Group and
- two members of the Homeless Youth Committee

No member of the scoring committee will be employed, volunteer for or be a member of the Board of an agency submitting a funding request. All members must sign a Conflict of Interest form indicating any and all conflicts real or perceived.

After the projects are scored, recommendations are made to the Youth Action Board (YAB) and the CoC Board. The YAB and the CoC Board review the recommendations, consider the identified needs of the community and either approve the projects for funding or return for areas of concern to be addressed or for consideration of new proposals.

Section J: HUD Application, Contract and On-Going

Once a project is approved, the applicant will receive a letter of support from the Youth Action Board, Homeless Youth Committee and Louisville Continuum of Care. These are required attachments to allow the applicant to then complete a formal project submission to the U.S. Department of Housing and Urban Development in the electronic eSNAPs system. All applicants must have an active unique entity identifier (currently a DNUS number), and have an active registration in the System for Award Management (SAM) before submitting an application to HUD.

The Coalition for the Homeless can provide technical assistance in completing this application and will review the application prior to formal submission to address any deficiencies. The application must be submitted in eSNAPS by July 1, 2019 and under contract with the U.S. Department of Housing and Urban Development (HUD) by September 15, 2019.

After the two-year YHDP demonstration program is complete, the project will then be eligible for renewal on an annual basis in the Louisville Continuum of Care. This is contingent on program progress and compliance with all HUD reporting and requirements as well as Continuum of Care monitoring.

Section K: YHDP Timeline

- **March 15, 2019   - Request for proposals for YHDP funding released**
- **March 26, 2019   - Application Training Session**
- **April 26, 2019   - YHDP Application Deadline – proposals to the YHDP Funding Review Committee**
- **May 6-17, 2019   - Review Committee Meets and Decisions Sent to YAB and CoC**
- **May 17, 2019   - Decisions or Questions Sent to Applicants (Approved Projects will Receive Support Letters for Submission to HUD)**
- **June 1, 2019   - Final Issues Must be Addressed and Project Decisions Made**
- **July 1, 2019   - Final Application and Attachments Deadline for Submitting to HUD through eSNAPS**
- **September 15, 2019 – YHDP Projects Must be Under Contract with HUD**

Section L: YHDP Application (*Note- there is no minimum or maximum word count)

Agency Name: _____

Address: _____

Contact Name: _____

Phone: _____

Email: _____

Narratives:

1)   Briefly outline agency's experience working with youth and young adults (unaccompanied and under 24):

2)   Briefly outline agency's experience working with persons who are experiencing homelessness:

3)   Briefly describe past success in starting a new program or project:

4)   Briefly describe your experience and capacity to operate programs at capacity:

5)   List the activities this proposal plans to incorporate from the 13 eligible activities listed in the application guidelines:

6)   Describe plan to staff and implement your project including staffing levels with case loads and additional services to be provided:

7) Explain how your project is designed to be creative and flexible in addressing youth and young adult homelessness (include how your program will incorporate youth choice rather than be created to be one size fits all):

8) Explain how the project works to ensure youth and young adults access housing, education, employment and social-emotional well-being services:

9) How will this project collaborate with other youth and young adult services as well as mainstream community services to serve homeless youth and young adults (including mental health and substance abuse services):

10) How would the agency support this program and the youth and young adults served (including leveraging new resources and providing a minimum 25% cash or in-kind match):

11) How will the agency work to ensure equitable services including insuring target sub-populations can access and succeed in services? See pages 12 and 13 for specifics on which sub-populations should be targeted by activity:

12) How will the applicant ensure services are available and accessible to youth and young adults throughout the Metro Louisville service area including underserved populations. Explain how you will address racial disparities in all of your YYA programming:

13) Describe staff training and education required for all staff and volunteers involved in the project including training on the program principles and youth-specific language and culture:

14) How will you involve young adults in designing the program and filling position(s) in the program design:

15) What is your timeline for program implementation:

Assurances:

Applicant has financial capacity and expertise to manage a federal HUD grant

___Yes   ___No, Explain _____

Applicant agrees to participate in the HMIS system by entering all YHDP participants

___Yes   ___No, Explain _____

Applicant agrees to participate in the coordinated entry process and accept client referrals

___Yes   ___No, Explain _____

The applicant is one of the eligible applicant types outlined in the application guidelines

___Yes   ___No, Explain _____

Applicant will obtain site control, match and other program requirements within 12 months of program award

___Yes   ___No, Explain _____

The applicant agrees to serve YHDP eligible clients and to target the community's target sub-populations as listed in the application guidelines

___Yes   ___No, Explain _____

Applicant agrees to comply with housing first principles

___Yes   ___No, Explain _____

Applicant agrees to incorporate positive youth development and trauma informed care in all service delivery

___Yes   ___No, Explain _____

The applicant ensures to provide equal access, train staff on cultural bias and work to ensure equity in program delivery

___Yes   ___No, Explain _____

YHDP Budget – 2 Year

Budget Line Items	Total Cost	HUD YHDP Funding	Match Funds (*List Sources and Amounts Below)

*List match sources and amounts for two years:

Section M: Youth Homeless Demonstration Scoring Tool 2019

Threshold Criteria (If "no" for any threshold criteria, the project is ineligible.

Item	Yes/No	Comments
1. **Financial & Management Capacity:** Project applicant & sub recipients demonstrate the financial & management capacity & expertise to carry out the project as detailed in the project application & to administer Federal funds. Demonstrating capacity may include a description of the applicant or sub recipient's experience with similar projects.		
2. **HMIS:** Project agrees to participate in the HMIS system.		
3. **Coordinated Entry:** Project agrees to participate in the CoC Coordinated Entry process.		
4. **Eligible Applicant:** The applicant & any sub recipients are eligible recipients. (Nonprofits, states, local government & instrumentalities of state & local government.)		
5. **HUD Timeliness Standards:** Project has secured or will secure proof of site control, match, environmental review & the documentation of financial feasibility within 12 months of the announcement of the award.		
6. **Target Populations:** The population to be served meets YDP program eligibility requirements (youth aged 24 or younger, including unaccompanied youth or pregnant or parenting youth, experiencing homeless ness according to HUD definition), & the project application clearly establishes eligibility of project applicants.		
7. **Housing First Compliance:** Project commits to adhering to Housing First principles.		
8. **Incorporation of Positive Youth Development & Trauma-Informed Care:** Project incorporates Positive Youth Development (PYD) & Trauma Informed Care (TIC) models of housing & service delivery.		
9. **Equal Access:** The project ensures equal access for program participants regardless of sexual orientation or gender identify, in compliance with federal law.		
10. **Fair Housing:** The project is in compliance with applicable fair housing & civil rights requirements.		

Scoring Matrix: The following matrix will be used to score applicants for each item on the scoring card. Scores can range from 0-4. The scoring items are not weighted. An applicant can receive up to 164 total possible points.

None/No	Some/Poor	Reasonable/Average	Much/Good	Expert/Great
0	1	2	3	4

Item	Score
Experience	
1. Agency has experience serving young adults aged 18 - 24.	
2. Agency has experience serving people who are experiencing homelessness.	
3. Agency has experience with the type of activity proposed in this application.	
Capacity	
1. Agency has a history of keeping projects operating at capacity.	
2. The agency has a history of being successful beginning new projects.	
3. The ratio of frontline staff to clients served is appropriate.	
Meets the need of the community	
1. Provides services that responds to the stated needs of the community to end young adult homelessness.	
2. Is creative (provides a fresh perspective) in how services can be delivered to reduce/end young adult homelessness.	
3. Project will screen all youth for eligibility for mainstream resources and assist them in accessing mainstream resources.	
4. The ultimate goal of this project is to assist young adults in accessing and maintaining permanent housing.	
5. Project will coordinate with other programs and systems that interact with youth at risk of and experiencing homelessness to provide wraparound support for young adults, including, but not limited to, the child welfare system, juvenile and adult corrections and probation, local law enforcement and schools.	
6. Project provides, directly or through linkages, mental health and substance use services.	
Budget appropriateness	
1. The amount of funding requested seems appropriate for the services proposed.	
2. The budget includes all the services/items needed to run an effective program.	
3. The agency has the ability to meet the required match for funding.	
4. The ratio of administrative dollars to service provision is appropriate.	
Feasibility	
1. Uses already available infrastructure in the community to provide services. (Internally, through partnering or identified existing resources in the community.)	

2. What is the level of support anticipated from the wider community to provide this service?	
Equity	
1. Agency has a history of partnering (working) with other agencies/entities/projects in the community to provide services. (Operates as a team player vs an isolated provider)	
2. Brings new resources/connections to the homeless provider community. (New expertise, connections, partnerships, etc.)	
3. This project will make specific efforts to equitably provide services to underserved populations including young adults who are: LGBTQ, pregnant and/or parenting, have/had involvement with juvenile justice and foster care, of color, and victims of sexual and/or labor trafficking and exploitation.	
4. The agency shows a commitment to diversity of staff and board and has described (included) its nondiscrimination policies.	
5. Program staff are/will be trained in youth-specific language and culture, adultism, and are/will be trained for interacting respectfully and appropriately with youth experiencing homelessness.	
Impact	
1. The amount of funding requested is consistent with the anticipated impact the project would provide. (What is the anticipated "bang for the buck?")	
2. This project will serve a wide scope of populations/needs vs a very targeted service.	
3. What is the ability of this project to provide services to a wide geographic area?	
Includes young adults in hiring and advising	
1. Agency has a history of including consumer populations in their hiring practices.	
2. Agency has a history of including consumer populations in advisory roles within the agency.	
3. Program includes active involvement and leadership by young adults in the planning, design and implementation of the project.	
HUD Principles	
Program demonstrates a commitment to the principles of the United States Interagency Council on Homelessness Youth Framework to End Youth Homelessness published in 2012 and to its four core outcomes.	
1. Stable housing includes a safe and reliable place to call home	
2. Permanent connections include ongoing attachments to families, communities, schools, and other positive social networks	
3. Education/employment includes high performance in and completion of educational and training activities, and starting and maintaining adequate and stable employment.	
4. Social-emotional well-being includes the development of key competencies, attitudes and behaviors that equip a young adult to	

succeed across multiple domains of daily life, including school, work, relationships, and community.	
5. Program promotes young adult choice in terms of the kind of housing young adults need and the extent and nature of supports and services they access, and promotes presenting alternative options for young adults who avoid programs with barriers like sobriety or abstinence.	
Implementation Plan	
1. Application includes a reasonable and actionable timeline for project implementation, including the hiring of staff, project evaluation, and benchmarks for project outcomes.	
2. Plan describes any training or staff development activities that would be conducted as part of this project, and how this training will ensure that staff are ready to meet the needs of young adults experiencing homelessness.	
Total Points (out of 144): _____	

Meets the benchmarks needed to be included in renewal funding through the CoC (*Benchmarks listed on next page)	
Scoring Matrix: No (0); Some (1); Most (2); No, but needed as a one-time funded project (4); Yes (5)	
1. Project Type	
2. Budget meets HUD guidelines	
3. Waiver is regulatory (if not applicable, score = 5)	
4. Meets HUD homeless definition guidelines.	
Total Points (out of 20): _____	

Total Points (out of 164):_____

*Benchmarks needed to be included in CoC renewal funding:

Benchmark	Yes/No	Comments
1. Project type: Must meet **at least one** of these categories as defined by HUD per CoC Interim Rule.		

• Permanent Supported Housing (PSH)
     • Rapid Rehousing (RRH)
     • Transitional Housing (TH)
     • Joint Project: Transitional Housing and Rapid Rehousing (TH/RRH)
     • Supported Services Only (SSO)
     • Coordinated Entry SSO (CE SSO)
     • HMIS (HMIS)		

2. Items included in the budget to be funded through the YHDP grant and by match funds must meet HUD guidelines per CoC Interim Rule.		
3. If the project is asking for a HUD waiver, it is regulatory, not statutory.		
4. Clients to be served meet the HUD definition of homeless <u>OR</u> the agency is requesting to use Category 3 of the HUD definition (includes the Education definition) <u>AND</u> has been approved to do so <u>AND</u> commits to using no more than the amount of grant funds designated in the approval process.		