



**FY2018 HUD COC PROGRAM COMPETITION
RENEWAL PROJECT APPLICATION
HOUSING PROJECTS**

AGENCY PROFILE	
Legal Name of Agency	Alger Marquette Community Action Board
Project Name	Alger Marquette CAA – Central UP RRH
Project Start Date	3/1/19
Contact Person	Rod DesJardins
Title	Housing Services Director
Address	1125 Commerce Drive, Marquette MI 49855
Email	rdesjardins@communityactionam.org
Phone	(906) 228-6522 x350

Check one:

- Permanent Supportive Housing
- Rapid Re-Housing
- Joint Transitional Housing / Permanent Housing – Rapid Re-Housing

Renewal Application Option (check one):

- Standard Renewal (no change from FY17)
- Consolidation (must complete New Project Application in addition)
- Transition (must complete New Project Application in addition)
- Expansion (must complete New Project Application in addition)

Authorized Representative: *I hereby certify that the information contained in this proposal is true and accurate. Any falsification of information will render the application void, and the application will not be accepted. This application has been reviewed and authorized for submission by the agency's board of directors as of the date indicated.*

Name: David Torongo	CAAM Board Chair
Date of Board/Local Planning Body Authorization:	
Date of Anticipated Board/Local Planning Body Authorization:	8/16/2018

All projects requesting renewal must demonstrate they have met minimum project eligibility, capacity, timeliness, and performance standards to be considered for funding.

GENERAL PROJECT INFORMATION

1a. Provide a narrative describing how the project’s performance met the plans and goals established in the current project’s application, the project’s performance in assisting program participants to achieve and maintain independent living, and record of success. (Include target populations and preferences as specified and/or allowed by the Notice of Funding Availability (NOFA) under which the project was initially funded.) If the renewing project has not yet started, provide a narrative of anticipated performance in these same areas based on experience with other related projects. (1000 word limit)

The grant and program year began on March 1, 2018, and we have collected data only for the first quarter which is during the summer and is our slow season. Data reported is for the last full and completed year of our HUD funded ESG program which complements this grant. As a grantee for COC MI-513 we have a HUD-funded Supported Housing Program in Marquette County but we don’t feel that data would be a useful comparison. Listed below are the unit projections for the two primary markets in the eight county service area on which our original HUD grant, and renewal grant are based. This is a rental assistance grant, not a PSH project so the number of “stayers” and “leavers” is not applicable.

1b. Use the last completed grant year APR for this and all other data/outcome measure questions. If the renewing project has not yet started, indicate the planned number of units per county.*

County	Number of Units	Number of Stayers	Number of Leavers
Delta County	6 Units TRA	N/A	N/A
Dickinson	7 Units TRA	N/A	N/A
Click or tap here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click or tap here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click or tap here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

*Attach additional forms as needed to list all counties.

2. Has the project had any significant changes since the last funding approval?

No If “yes”, complete the chart below to indicate the change.

Check change type		Previous	New
<input type="checkbox"/>	Decrease in the number of persons served		
<input type="checkbox"/>	Change in number of units		
<input type="checkbox"/>	Change in project site location		
<input type="checkbox"/>	Change in target population		
<input type="checkbox"/>	Change in component type		

<input type="checkbox"/>	Change in grantee/applicant		
<input type="checkbox"/>	Line item or cost category budget changes more than 10%		
<input type="checkbox"/>	Other: Click here to enter text.		
If change was made, include as many of the following that apply as attachments to your application:			
Attached (check)			
<input type="checkbox"/>	Attachment: Written communication to HUD requesting the significant change		
<input type="checkbox"/>	Attachment: HUD's written approval of the change requested		
<input type="checkbox"/>	N/A: HUD has not yet provided written approval of the requested change		

SECTION I: Project Effectiveness

3. Does the project serve priority populations (Veterans, Chronically Homeless, Families, Youth, Domestic Violence Survivors)? Enter the number of units dedicated or prioritized for each population at turnover.

	Number of Units		
	Dedicated	Dedicated Plus	Prioritized
Veterans	Click here to enter text.	Click here to enter text.	0 – veterans are served through our SSVF grant
Chronically Homeless	Click here to enter text.	Click here to enter text.	0 – Chronically homeless individuals are served through our ESG program.
Families	Click here to enter text.	Click here to enter text.	Yes – projected to serve 45 individuals who are part of families with children
Youth	Click here to enter text.	Click here to enter text.	35 – projected to serve 13 youth ages 18-24
Domestic Violence	Click here to enter text.	Click here to enter text.	Yes – projected to serve 17 victims of domestic violence.

4. Low Barrier

To earn points as Low Barrier, the project must answer affirmatively to all the following questions.

Does the project ensure that participants are NOT screened out (or denied project entry) due to the following:	
Having too little or not enough income	Yes
Active substance use or history of substance abuse	Yes
Having a criminal record (other than for state-mandated restrictions)	Yes

Domestic violence (requiring survivor to take specific actions or demonstrate distance from assailant)	Yes
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5. Housing First

In addition to the answers above, a project must also answer affirmatively to the following questions to qualify as Housing First.

Does the project work to ensure that participants are NOT terminated from the program due to the following:	
Failure to participate in supportive services	Yes
Failure to make progress on a service plan	Yes
Loss of income or failure to improve income	Yes
Being a victim of domestic violence	Yes
Any other activity not typically covered in a lease agreement but found in the project's geographic area.	Yes
Does the project quickly move participants into permanent housing?	Yes

6. All recipients of HUD CoC Program funding are required to participate in Coordinated Entry. Did the project take 100% of all referrals from Coordinated Entry in the past grant year or will it once the grant year begins? Yes

7. What is the prioritization process for households referred to this project? How is it determined who is most vulnerable and the best fit for any referrals to this project? Provide detail from policy established by the Local Planning Body. (500 word limit)

The eight BOSCoC Counties covered by this grant are served by Community Action Alger Marquette as HARA and ESG grantee. We received a small grant last year from BOSCoC to develop a coordinated entry process that would adequately serve those eight counties through their three local planning groups. We developed a flexible but comprehensive Coordinated Entry System and been granted funding by BOSCoC to implement that Coordinated Entry system. We are waiting on authorization to begin that implementation process. Prior to its implementation we employed an informal Coordinated Entry System to ensure all applicants were screened, processed and served uniformly and consistently across the eight counties. Clients are referred and screened using a consistent and coordinated process and referred to Case Managers for housing intake. At the housing intake Case Managers meet with clients face-to-face and develop a housing plan to end their homeless episode as quickly as possible using existing resources and following a Housing First philosophy and org.code methods. A VI-SPDAT is administered within 7-14 days, upon which the client is placed on the priority list. If a client is identified as potentially being chronically homeless, the Case Manager will obtain consent to gather verification documentation. Clients who score above the PSH threshold (or are verified chronically homeless) will receive a full SPDAT and prioritized accordingly. Clients are moved from priority list to programming on a weekly basis until program occupancy has reached maximum capacity. At that time, Case Managers work to house program participants quickly. After a client has been housed and stabilized, work begins in earnest to identify the

client's goals and, using information from the SPDAT, make connections to valuable community resources.

Efficient Use of Funding (If the renewing project has not yet started, share information from the last completed year of another HUD funded project or similarly designed project through this agency)

8. What was the project's utilization rate? (Average of Quarterly Point-in-Time Counts in APR 9 divided by total contracted units.) We have yet to complete our first year of this project and therefore cannot reported for a completed HUD FY Year.

9. Expenditure of Funds: Use last **completed** HUD FY year. We have not yet completed our first year for what is our first HUD funded grant through the Balance of State CoC. Data reported is for our HUD-Funded grant through MSHDA. Those expenditures are reported and billed in MATT 2.0, but they're the most valid evaluation of our fiscal responsibility. The information reported is for the fiscal year ending October 1, 2017.

a. Total amount authorized within MATT 2.0	\$509,376
b. Remaining balance in MATT 2.0	\$8,098
c. Percentage recaptured Divide answer b. by answer a. and multiply by 100	1.5%

10. Were drawdowns made to eLOCCS at least quarterly? (Demonstrated in eLOCCS attachment)

We typically draw down monthly, however, we cannot draw down HUD funds until the grant is entered into the e-LOCCS system by HUD. For our current HUD grant through BOSCoC, as well as our HUD-funded SHP grant for MI-513, we could not draw down funds until the grants were set up in e-LOCCS on June 12.

Yes

HMIS Participation (If the renewing project has not yet started, share information from the last completed year of another HUD funded project or similarly designed project through this agency)

11. Indicate how many APR Data Quality Elements (DQE) have 5% or less null or missing values (APR Q06):

Data Quality Element APR 6a.-6d.			
Number of elements with 5% or less null or missing values			
DQE 6a.	DQE 6b.	DQE 6c.	DQE 6d.
5	5	4	1
Total the numbers above, divide by 16, multiply by 100 for a percent: Click here to enter text.			

HUD Monitoring

12. a. Does the recipient have any HUD monitoring findings in any of the agency's projects? **No**

If yes, explain below findings in detail for the Funding Review Panel. Include details on the nature of the finding, resolution and corrective actions taken, if any.

[Click here to enter text.](#)

b. Has your organization been monitored by HUD in the past three (3) years? **No**

If yes, include as attachments: Monitoring report from HUD, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.

If no, provide most recent monitoring by an entity other than HUD for federal or state funding (ESG, CDBG, etc) and include as attachments: Monitoring report, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.

We are monitored annually for our ESG grant through MSHDA and our SSVF grant through the Veterans Administration. Our most recent monitoring report for ESG is attached and contains no findings.

Impact on Homelessness

13. Is this project the only CoC funded project with dedicated beds to a particular target population?
Answered by Project Evaluation based on all applications submitted for this NOFA.

This project is for rental assistance and there are no dedicated beds.

14. Funds that are reallocated may be added to renewal projects to increase the number of households served. If funding is available:

Would this project accept additional funds? Yes No

How would additional households be served with these funds?

We would serve more RRH individuals and families in the eight BOS CoC counties that we serve.

Serving High Need Populations – PSH PROJECTS ONLY (If the renewing project has not yet started, share information from the last completed year of another HUD funded project or similarly designed project through this agency)

15. What percentage of the households served met "hard to serve" criteria defined as having zero income at start/entry? (APR 18. Value for Adults with No Income at Start divided by Total Adults):

This is not a PSH project.

16. What percentage of the households served met "hard to serve" criteria defined as having two (2) or more physical or mental health conditions known at start/entry (APR 13.a.2. add totals for two and three or more conditions, then divide by total):

[Click here to enter text.](#)

17. What percentage of the households served were chronically homeless? (APR Q26a. divide total chronically homeless by total households):

[Click here to enter text.](#)

Section II. Project Performance

Performance Data (If the renewing project has not yet started, share information from the last completed year of another HUD funded project or similarly designed project through this agency)

18. Length of Stay

a. Permanent Supportive Housing: Calculate the percentage of leavers that remained in project more than 180 days (APR 22a.1)

This is not a PSH program, nor is our ESG grant.

b. Rapid Re-Housing: Calculate the percentage of participants that took 30 days or less from project entry to lease up (CAPER 22C)

50.3%

19. Exits to Permanent Housing

a. Permanent Supportive Housing: Calculate the percentage of participants who remained in project, or exited to permanent housing destinations. (Total Persons Exiting to Positive Housing Destinations APR Q23.a.+ Q23b. + Stayers 5.a.8/ [Total Served 5.a.1. – Excluded Q23.a. + Q23.b.]

This is not a PSH program, nor is our ESG grant.

b. Rapid Re-Housing: Calculate the percentage of participants who exited to permanent housing destinations (Total Persons Exiting to Positive Housing Destinations APR Q23.a.+ Q23b./ [Total Leavers 5.a.5. – Excluded Q23.a. + Q23.b.]

85%

20. New or Increased Income and Earned Income

a. PSH Only Project Stayers: What percent of project stayers had new or increased earned income with in the project contract year? APR 19a.1

This is not a PSH project

b. PSH Only Project Stayers: What percent of project stayers had new or increased other (non-employment) income? APR 19a.1

This is not a PSH project.

c. Project Leavers: What percent of project leavers had new or increased earned income? APR 19a.2

1%

d. Project Leavers: What percent of project leavers had new or increased other (non-employment) income? *APR 19a.2*

1%

Financial Information

PROJECT BUDGET

Activity	Requested Funds	% of Requested Funds	Other Funding	Total Project Cost
Acquisition		0 %		
New Construction		0 %		
Rehabilitation		0 %		
Leasing		0 %		
Rental Assistance	\$105,660	48.6 %	\$54,276	\$159,936
Supportive Services	\$98,179	45.2 %		\$ 98,179
Operating Costs		%		
HMIS		%		
Project Administration (limited to 7%)	\$13,264	6.1 %		\$13,264
Total Project Cost	\$217,103			\$271,379

Attachment A

Identify all match and leveraging funds. Only those dollars or non-cash contributions (in-kind) that directly support the project should be listed. This may include federal, state, or local government funds, private funds, grants, and/or other sources, including donations. Worksheet should reflect information in eSnaps application.

Match must be at least 25% of total funding requested. Documentation of match must be provided with the application.

Resource	Cash or In Kind	Committed or Planned/ Pending	Available (MM/YY)	Amount/ Value	% of HUD Project Award	Serves as CoC Program Match? (Y/N)
MSHDA ESG Grant HML-2018-Upper Pe-ESM	Cash	Committed	07/18	\$54,276	25%	Yes
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
	Cash/Kind	C/PP	MM/YY		%	Yes/No
Total leveraged from other sources					%	

Attach additional forms as necessary

Attachment B

Attachments listed below are required but unscored. Failure to include any documentation that is required may result in disqualification of the application. *Please number all attachments in accordance with the list below.*

All projects must include:

- #1: Annual Progress Report (APR) for the project's most recent completed contract year, *or* the most recently completed contract year for another HUD-funded project or similar project if the renewing project has not yet started.
- #2: Line of Credit Control System (LOCCS) report showing drawdowns and final balance
- #3: Project Application submitted in *e-snaps*
- #4: Documentation of all match

Each applicant must include one of the following two (#5):

- Monitoring report from US Department of Housing and Urban Development (HUD)
- Monitoring report from an entity other than HUD for federal or state funding (ESG, CDBG, etc)

If relevant include (#6):

- A: Organization's response to any findings
- B: Documentation from HUD (or other entity) that finding or concern has been satisfied
- C: Any other relevant documentation Coordinated Entry Policy - Prioritization
- D: Written communication to HUD requesting the significant change indicated in question 2.
- E: HUD's written approval of the change requested in question 2.

Attachment C

HUD General Section Certificates

The agency certifies to the Balance of State Continuum of Care that it and its principals are in compliance with the following requirements as indicated by checking the box.

- Fair Housing and Equal Opportunity*. See CFR 578.93 for specific requirements related to Fair Housing and Equal Opportunity.
- Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity*. See the Federal Register dated February 1, 2012, Docket No. FR 5359-F-02 and Section V.C.1.f. of the FY 2017 General Section.
- Debarment and Suspension*. See Section III.C.4.c. of the FY 2015 General Section. Additionally, it is the responsibility of the recipient to ensure that all subrecipients are not debarred or suspended. (24 CFR 578.23((3)(c)(4)(v).d. Delinquent Federal Debts. See Section V.B.3. of the FY 2017 General Section.
- Compliance with Fair Housing and Civil Rights*. See Section V.C.1.a. of the FY 2017 General Section.
- Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency (LEP)*. See Section V.C.1.d. of the FY 2017 General Section.
- Economic Opportunities for Low- and Very Low-income Persons (Section 3)*. See Section V.C.1.c. of the FY 2017 General Section.
- Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct*. See Section V.C.15. of the FY 2017 General Section.
- Prohibition Against Lobbying Activities*. See Section V.C.15. of the FY 2017 General Section.
- HUD Habitability Standards inspections* on all units, at a minimum.
- Participation in HUD-Sponsored Program Evaluation*. See Section V.C.5. of the FY 2017 General Section.
- Environmental Requirements*. Notwithstanding provisions at 24 CFR 578.31 and 24 CFR 578.99(a) of the CoC Program interim rule, and in accordance with Section 100261(3) of MAP-21 (Pub. L. 112-141, 126 Stat. 405), activities under this NOFA are subject to environmental review by a responsible entity under HUD regulations at 24 CFR part 58.
- Drug-Free Workplace*. See Section VI.B.9. of the FY 2015 General Section. n. Safeguarding Resident/Client Files. See Section V.C.11 of the FY 2017 General Section.
- Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 209-282) (Transparency Act), as amended*. See Section V.C.13. of the FY 2017 General Section.
- Lead-Based Paint Requirements*. For housing constructed before 1978 (with certain statutory and regulatory exceptions), CoC Program recipients must comply with the requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801, et seq.), as amended by the Residential Lead-Based

Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851, et seq.); and implementing regulations of HUD, at 24 CFR part 35; the Environmental Protection Agency (EPA) at 40 CFR part 745, or State/Tribal lead rules implemented under EPA authorization; and the Occupational Safety and Health Administration at 29 CFR 1926.62 and 29 CFR 1910.1025.

Attestation that all attachments as required by HUD are uploaded in *e-snaps*. See Notice of Funding Availability for the 2018 Continuum of Care Program Competition FR-6200-N-25.

This list is not exhaustive of all HUD requirements. Applicants are encouraged to review the 2018 General Section, found at: https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps to ensure eligibility.

Agency: Community Action Alger Marquette

Acknowledged By: Michelle A. Lajoie

Title: Executive Director

Date: 7/26/2018