

## 2012-2013 NHAP Application Questions and Answers

As of 2/6/12:

\*Note – please submit questions related to the application by 2/10/12 5:00 CST.

\*\*Note – Keep in mind this application is the first based on the new Emergency Solutions Grant so there are some differences since the last NHAP grant awards due to changes in the services and the focus based on federal direction. Due to conversation related to transitional housing I contacted HUD and the following is a questions and answer in regards to transitional housing:

Question: Is transitional housing (as is funded under the SHP Program) an eligible activity cost under the Emergency Solutions Program? In other words, is transitional housing considered an emergency shelter or eligible as rapid re-housing?

Answer: Under the Emergency Shelter component, ESG funds may be used for:

- (1) Providing essential services, including services to special populations, to homeless families and individuals in emergency shelters;
- (2) Renovating buildings to be used as emergency shelter for homeless families and individuals; and
- (3) Operating emergency shelters.

Because these costs are focused on emergency shelter, a transitional facility will only be eligible to receive Emergency Solutions Grants funds for these costs if:

(1) It meets BOTH of the following criteria under the new emergency shelter definition:

- (a) Its primary purpose is to provide a temporary shelter for the homeless in general or for specific populations of the homeless; and
- (b) It does not require occupants to sign leases or occupancy agreements;

OR

(2) It received funds under a FY 2010 ESG grant and met the criteria under the former emergency shelter definition (“any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific populations of the homeless”).

So, in summary, if your transitional facility received ESG funds in FY2010, it may continue to receive ESG funding in the future. However, if your facility did not receive ESG funding in FY10 and does not meet the above definition of emergency shelter, then it cannot receive any ESG funds in the second allocation of FY11 and beyond.

Finally, transitional housing would not be eligible under the Rapid re-housing assistance component because under this component ESG funds are to be used

to move a homeless individual or family into permanent housing. § 576.104

1. What do you consider permanent housing? Specifically, if a victim of domestic violence leaves our shelter to live with friends or family or goes back to live with her abuser, would that be permanent housing?

For the July 1, 2010-June 30, 2011 program year, did at least **60%** of your program participants discharge to a **permanent housing destination**? (*if yes, attach HMIS or DV data documentation*) **5 POINTS IF YES**

YES                      NO

Answer: Follow the federal definition. The HEARTH Act defines permanent housing as “community-based housing without a designated length of stay, and includes both permanent supportive housing and permanent housing without supportive services” (you can certainly do more research if you are interested in seeing if there is more in depth information). You’d likely need more information than the example below, e.g. if a victim went to stay temporarily with friends or family until the victim could find a permanent solution then the answer would be no but if the victim moved in with family and there was no time limit and the victim could stay for as long as needed whether it be weeks, months, or years then the answer would be yes.

2. With HPRP we were able to count my Case Management Supervision duties under Housing Relocation and Stabilization Services (e.g. the time spent with the case managers at weekly meetings completing case staffing, helping them determine eligibility, problem solving difficult cases, meeting and talking with clients regarding appeal process, and mediation between clients and case managers). Is that an allowable cost?

Answer: A supervisor’s time spent directly with a participant or directly addressing a specific participant issue can be counted, such as helping with an eligibility determination, problem solving on a case, meeting and talking with clients regarding appeal process and mediation between clients and case managers. General tasks that aren’t client specific, such as staff training, time sheets, organizational issues, are not eligible time you could bill under ESG or HSATF. In order to claim a percentage of your time you should have some type of documentation to back up how you determined how much of your time is spent doing activities directly related to a participant rather than general supervisory duties.

3. Need clarification regarding 1/5/12 Q & A email from Jodie regarding whether transitional housing can be funded and how to report it as well as transitional shelter?

Answer: I’m not sure how you are using the term temporary shelter so if you aren’t finding information in the RFA, application or NHAP regulations to help you decide where things fit or how they are defined then please defer to

federal guidance (e.g. Federal Register, HEARTH Act, etc.). Attached is a link to the Federal Register. If you do a search for “transitional” and “shelter” you should be able to locate information to help you classify your services. In looking at the information I’m wondering if the way you are using “transitional shelter” is the same as how emergency shelter is federally defined rather than transitional housing and if that’s the case that should help you decide how to complete the budget.

<http://www.gpo.gov/fdsys/pkg/FR-2011-12-05/pdf/2011-30938.pdf>

As of 1/24/12:

1. Is administrative funding an allowable budget line item?

Answer: Administrative costs are not allowed under either ESG or the Homeless Shelter Assistance Trust Fund.

2. What is the total amount of funds available for MACCH area?

Answer: See page x of the RFA.

3. Is there a formula to follow when figuring out how much to request from ESG and HSATF?

Answer: It is a 50/50 split.

4. Is it accurate that the first two questions on page vii are for all participants and the third is just for shelters?

Answer: Yes, that’s how I read it.

5. Much of the point-drive components of the application seem geared towards, Homeless, not Near Homeless. In the past the application had an “IF Homeless program then answer these and IF Prevention answer these”. Some questions do not apply to us, how do we address those questions without losing point?

Answer: The City of Omaha had previously prepared and reviewed applications for grantees in Region 7 so they may have used the “If Homeless or If Prevention” format for questions but DHHS NHAP has not. The application aims to comply with the Emergency Solutions Grant, the HEARTH Act, and HUD’s homeless policy. Based on the federal requirements the application was put together with the intent to identify the most comprehensive, highest performing and collaborating providers, not to penalize eligible providers. You will not be able to gain points for questions that do not apply to your program.

6. We work with school counselors and intervention programs to provide backpacks, shoes, clothes, coats but we are not officially part of the Homeless Liaison program, although they also reach out to us as part of their solutions network. Will we lose points because of its vague application to us?

Answer: The HEARTH Act established regulations and precedence for collaboration with a school district's Homeless Liaison. If you did not perform this activity then you cannot claim it to obtain points.

7. Page xviii, number 1 refers to a website that is not accessible. What is the address of the URL to see the "plan objectives"

Answer:

[http://dhhs.ne.gov/children\\_family\\_services/Pages/fia\\_nhsp\\_nhspplan.aspx](http://dhhs.ne.gov/children_family_services/Pages/fia_nhsp_nhspplan.aspx)

8. Page 1 of the RFA has the application due date of Friday, February 24 and the date the proposals will be opened as Thursday, February 25, which doesn't match the February calendar. What is the due date?

Answer: The information at the top of the page of the RFA (outside of an error on a year) is what will be followed – which states the Due Date of Friday, February 24, 2012 by 5:00 p.m. CST and To Be Opened Monday, February 27, 2010 (should be 2012). The first paragraph on the first page of the RFA is incorrect as they will not be opened on Thursday, February 25<sup>th</sup>, but rather Monday, February 27 and stated earlier.

9. Section II, questions 2 and 3 asks for data a domestic violence/sexual assault shelter does not track. How should I address this within the application.

Answer: The application aims to comply with the Emergency Solutions Grant, the HEARTH Act, and HUD's homeless policy. Based on the federal requirements the application was put together with the intent to identify the most comprehensive, highest performing and collaborating providers, not to penalize eligible providers. You will not be able to gain points for questions that do not apply to your program.