



**FY2019 Continuum of Care  
Supplemental Questionnaire  
New Projects, Renewals, DV Bonus and Permanent Housing Bonus**

Agencies that apply for funds through the CoC Funding Process must complete an application for each program in E-snaps. In addition, agencies must complete this Supplemental Questionnaire for each program.

This form is due on To be decided based on NOFA by e-mail to [hsc@cityofmadison.com](mailto:hsc@cityofmadison.com). If you have questions, please contact Torrie Kopp Mueller, [tkoppmueller@cityofmadison.com](mailto:tkoppmueller@cityofmadison.com) or call 608-266-6254.

- Agencies with more than one CoC project must submit a separate form for **EACH** project.

Name of Agency: The Salvation Army of Dane County

Name of Project: RISE- Rehousing into Stable Environments

Proposed Amount: \$263,440

**Please answer the following questions:**

*Project applications will be reviewed based upon adherence to the HUD CoC Program Interim Rule, FY19 CoC NOFA, and FY19 CoC NOFA Policy Priorities, as well as results of the Performance Measure Ranking Criteria.*

1. Describe **experience** of each grantee (and sub-grantee) for administering this type of HUD-funded program. Please describe experience for all staff involved with this program.

The Salvation Army has been providing basic needs, including food and shelter, to Dane County residents for more almost 130 years. The mission of The Salvation Army includes meeting human needs without discrimination. Broadly, The Salvation Army offers shelter for a myriad of populations, transitional housing, varied case management programs (including programs built upon Housing First model), healthcare (i.e. medical and dental clinics) for the homeless, youth programs and a food pantry.

A large component of service delivery is case management, which includes the proposed Rapid Rehousing program. One and a half full time case managers will be tasked with housing location and support services for the families in the program. These case managers have a minimum bachelor's degree in a social service related field. Case management activities are directly supervised by agency supervisors who have a master's degree in social work. Case management is offered, at minimum, once a week.

The Salvation Army's Executive Director of Social Services and Contract Administrator will manage grant-related activities for this project. Contract Administrator and Divisional Headquarters compiles budget information and manages disbursements. Additionally, staff enters clients into WISP to enter and monitor statistics for program effectiveness. We have successfully managed the original RISE grant for five years and were granted the expansion with a sub recipient (The Road Home). We've administered a CoC-funded grant for at least 13 years.

The Road Home has experience with sub recipients from previous and current CoC-funded programs with YWCA Madison and The Salvation Army for 15 years in CoC-funded projects. The Road Home would provide case management services along with The Salvation Army. The Salvation Army would manage all rental assistance funds. Both agencies would determine homeless verification and eligibility.

The Road Home has provided homeless services in Dane County for 19 years, including shelter and housing programs. Both The Road Home and The Salvation Army have experience administering CoC grants with no unresolved findings in past 10+ years.

2. Out of total program budget, including leveraged funds, what percentage are HUD funds? Please provide a breakdown of funding sources and amounts for this program. (Not scored, for information only)

Total HUD Funds are 75%  
Total Budget: \$263,440  
The Salvation Army match: \$59,893  
The Road Home match: \$5,967  
Rental Assistance: \$185,712  
Supportive Services: \$69,088  
Administrative: \$8,640

3. Please describe how your project takes proactive steps to minimize or overcome barriers to housing retention. For Coordinated Entry, please describe how your project takes proactive steps to minimize barriers to access of the Coordinated Entry System.

Case managers will not serve more than 15 families at a time, which is consistent with national best-practices. This will allow for targeted, housing-focused support services. All case managers will use our community's Mainstream Resources checklist to ensure families are connected with mainstream benefits to increase income and housing stability. RISE staff will have regular communication with landlords to problem-solve before evictions occur and increase housing retention. If a family is evicted from an apartment, we will keep them in the program and work diligently to rehouse them in another unit. Within the program there are flexible funds that can exceed the monthly rental subsidy. So far in this grant cycle we have made 132 rental payments and 24 have been additional rental assistance. Having this flexible funding helps families maintain their housing. In the previous renewal RISE grant year, the recidivism rate for the program was only 8% (3 people returned to shelter and 35 people did not).

4. In your last operating year: (N/A for New Projects)

How many households exited the program? 13

Why did the households exit? (i.e. one was terminated from the program & one moved into subsidized housing & one was evicted): All households exited to permanent housing except one- the one household that did not disappear and did not notify TSA of their destination

If the participant(s) was evicted, please list the reason? No evictions reported

Did the program attempt an agency transfer for any of the leavers? If so, what was the outcome? One family transferred to Tree Lane

How many new households entered the program? 11

How many transfers were accepted into the program? 1

5. If a participant exits to a non-permanent destination does your agency have the capacity to provide ongoing support services? If so, for how long? Please describe the scope of services provided (Not scored, for information only)

If a participant exits to a non-permanent destination the case manager continues to work with them during the 90 day housing search again (HUDS designated housing search timeline).

6. What is the status of the program's written standards checklist submission? Check one box below.

- The program has submitted the applicable written standards checklists to CoC Coordinator. All sections were answered with yes or N/A.
- The program has submitted the applicable written standards checklists to CoC Coordinator. One or more questions were answered with no. Specify the section: \_\_\_\_\_
- The program receives EHH or CoC funds but has not submitted the checklists to CoC Coordinator. They are submitted with this application.
- The program is currently operating but not receiving EHH or CoC funds. Applicable checklists are submitted with this application.
- The proposed program is new and currently not operating. Applicable checklists were filled out based on the agency's plan for compliance and are submitted with this application.

7. New Projects and those operating less than one fiscal year only. Please provide a data narrative on what your project has accomplished thus far or what you hope the project will accomplish once in operation. Data points to include are those found on the performance spreadsheet and include: expenditure of funds, data quality, cost per exit, utilization rate, increase in participant income, successful exits, and returns to homelessness.

[https://docs.google.com/spreadsheets/d/1uYsK2uru\\_gqf085cJfmuK\\_6RTipc5xOOU5xDv3I9tZc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1uYsK2uru_gqf085cJfmuK_6RTipc5xOOU5xDv3I9tZc/edit?usp=sharing)

N/A

8. Is your agency actively participating in the Homeless Services Consortium (HSC)? List names of staff who participates in HSC Committees or Work Groups below.

Committee Name	Staff Name
Community Plan to Prevent and End Homelessness Oversight Committee	Katie Jaeger, Jenna Schmitt
CORE Committee	Tara Barica, Casey Yanta, Melissa Sorensen, Melissa Menning, Justin Burton
Education and Advocacy Committee	Casey Yanta, Katie Jaeger, Jenna Schmitt
Point-In-Time Committee	Tara Barica, Elizabeth Hendrickson
Nominating & Governance Committee	Katie Jaeger, Kristin Rucinski
Committee to End Youth Homelessness	Allison Grant, Amber Thompson, Dominique Christian, Qiana Holmes-Abanukam

Shelter Providers Committee	Brehan Gevelinger, previously Carly Soby (chair), will be Lyn Roscoe, previously Zach Stephen, will be Alane Conn going forward for Healing House
HSC General Membership Meetings	Kim Tesch, Allison Grant, Kirsten Conrad, Brittany Wiest, Casey Yanta, Nicole Norris, Tara Barica, Melissa Menning, previously Jenna Schmitt, will be Zach Stephen going forward
HSC Board of Directors	Melissa Mennig (agency rep), Takisha Jordan (Vice President and person with lived experience)
Built for Zero	n/a
Outreach Providers Group	n/a
Family Placement Group	Casey Yanta, Tyree Dunn, Patricia Gaffney, Tara Barica, Melissa Menning, Zach Stephen
Housing and Health (H2)	Georgie Nazos

**Alignment with Housing First Principles (N/A for Coordinated Entry)**

- 1) Please attach your agency and/or project written policies or procedures that clearly demonstrate participants are **NOT SCREENED OUT** based on the following criteria, and indicate the document and page number where the panel can find each provision.

**Please Note: if a policy or procedure applies to all CoC-funded projects or agency-wide, you may submit one copy per agency. If you have different policies or procedures for different projects or project types, submit one copy of each relevant policy and specify to which project or projects each one applies.**

	Name of Document/File	Page Number	Name of Project(s) (or "All Projects")
Having too little or no income	RISE Policies and Procedures	7	All
Active, or history of, substance use or a substance use disorder	RISE Policies and Procedures	7	All
Having a criminal record *	RISE Policies and Procedures	7	All
History of domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement)	RISE Policies and Procedures	7	All RISE Policies and Procedures

\*1A) Please note if there are specific criminal records the program denies for, what they are and the reason for denial.

2) Please attach your agency and/or project written policies or procedures that clearly demonstrate participants are **NOT TERMINATED** from the program for the following reasons, and indicate the document and page number where the panel can find each provision.

**Please Note:** if a policy or procedure applies to all CoC-funded projects or agency-wide, you may submit one copy per agency. If you have different policies or procedures for different projects or project types, submit one copy of each relevant policy and specify which project or projects each one applies to.

	Name of Document/File	Page Number	Name of Project(s) (or "All Projects")
Failure to participate in supportive services	RISE Policies and Procedures	10	All
Failure to make progress on a service plan	RISE Policies and Procedures	10	All
Loss of income or failure to improve income	RISE Policies and Procedures	10	All
Being a victim of domestic violence	RISE Policies and Procedures	10	All

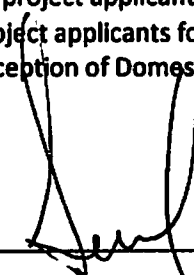
**Policy for Funding Consideration**

To be eligible for funding consideration, Project Applicants must meet the following criteria:

**All Project Sponsors**

- Must meet all HUD eligibility criteria
- Must meet all pre-application deadlines set by the CoC.
- Must have met all program requirements for most recent program year to be eligible for application.
- Must be a 501(c)3, 501 (c)4, PHA or local government
- Must possess legal authority to apply for and receive funds and carry out activities authorized by the CoC Program.
- Must provide supplementary match funds required by HUD.
- Must participate fully in the Dane County CoC process to coordinate and integrate with other mainstream programs for which homeless populations may be eligible.
- Must assume responsibility for preparing an accurate and complete application for submission to HUD that meets all federal rules and regulations.
- Must be in compliance with all local, state, and federal civil rights laws and Executive Orders as well as all standards outlined in the U.S. Department of Housing and Urban Development CoC NOFA.
- All project applicants must meet any HUD certification requirements as outlined in the 2019 CoC NOFA.
- Project applicants for new projects will be required to enter data into the HMSI system, with the exception of Domestic Violence programs that are exempted by the Violence Against Women Act.

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

8/27/19

Contact Person: Major Steve Merritt

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