

Transitional Housing-Rapid Rehousing (TH-RRH) Program for Youth and Young Adults (under 25)

Partner Funding Announcement -THRRH YHDP 2024

Background:

In September 2021, the Madison/Dane County Continuum of Care (CoC) was selected by HUD as a Youth Homelessness Demonstration Program (YHDP) community. This comes with a total funding allocation of \$2,492,491 for two years, funds will then be renewed annually. The City of Madison is the recipient for the YHDP funds and contracts with agencies who provide the programming/services. The community allocated \$1,196,445 annually recurring funding for these programs once our demonstration period is concluded (between 10/2024 and 3/2025.) Moving into our second year of the 2 year HUD Grant, we are looking to expand operations to ensure our community is making full use of the funds and implementing these programs! In 2024, there will be a significant amount of additional funding that can be used to cover start up costs to quickly implement the components of the program. In 2022, we spent a majority of our time researching, learning and planning through authentic youth collaboration.

In 2023, we began the launch of the programs, and moving into 2024 we need your help carrying out this full demonstration program! We are seeking applicants to operate a Joint TH-RRH project serving youth ages 18-24. If awarded, the agency will be sub-recipient of the City of Madison. Agencies are not guaranteed ongoing funding. Renewal funding may be determined through a competitive process depending on interest, performance and available funding.

Program:

Funds are available to operate a **Joint Component Transitional Housing-Rapid Rehousing Program** as outlined in the [YHDP Program Guide](#). The program is designed to promote flexible, streamlined and comprehensive services for participants and providers. We are seeking one partner agency to administer components of the Transitional Housing-Rapid Rehousing Program as outlined in the CoC Program Interim Rule ([24 CFR Part 578](#)) as part of a broader effort to prevent and end youth homelessness.

Program providers must participate in the [Youth Homelessness Demonstration Program](#), which is the HUD initiative funding these programs. Programmatic changes will be made in this guide throughout the demonstration and under agreement with the YHDP Oversight team. This means providers and participants will provide feedback and identify strengths and barriers. The Oversight team will work to develop policy changes that provide solutions to the issues identified, and raise the proposal to the collaborative team (including youth serving/ YHDP agencies.) YHDP is intended to be comprehensive and flexible in meeting the need of demonstrating innovative solutions through implementing new youth programs.

Joint Transitional Housing - Rapid Rehousing \$525,899

As part of the 2017 CoC Program competition, HUD announced a new type of project that combines the activities of a transitional housing project with those of a rapid re-housing project. This project type provides a new way to meet some of the pressing challenges that youth are facing. These projects provide a safe place for people to stay – transitional housing – with financial assistance and wrap around supportive services determined by program participants to help them move to permanent housing as quickly as possible (rapid rehousing).

Eligible costs for this project type are limited to:

- Cost of Leasing units, and operating costs to provide two transitional housing units (up to 2- One Bedroom Units)
- Short- or medium-term tenant-based rental assistance on behalf of program participants in the rapid re-housing portion of the project
- Supportive services for the entire project, including:
 - Peer Mentor and Housing Advocate who work as a team (2 FTE, 15 HH shared caseload)
 - Flexible Funding to support participant's moving costs, housing start up, utility deposits, transportation, food and more.
- Project administrative costs

Funding:

Funds in the total amount of \$525,899 is available to provide the Transitional Housing- Rapid Rehousing program described. The funds will be allocated to funding categories below.

- Up to \$26,303 in Leasing (TH)
 - Up to \$17,088 in Operations (TH)
 - Up to \$228,482 in Tenant Based Rental Assistance (RRH)
 - Up to \$236,150 in Supportive Services
 - Including up to \$198,450 for Program Staff
 - Including up to \$25,000 for Participant Flex Funds
 - Including up to \$12,700 for Staff Overhead Costs
 - Up to \$17,876 for Administrative Costs
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Requirements:

Requirements for Subrecipients:

1. Applicants must be an eligible 501c3 organization, State or Local government, instrumentality of State and Local government, Indian Tribes and Tribal Designated Housing Entities and meet the threshold requirements listed on p. 5 of this application.
2. Work collaboratively with the Youth Action Board and YHDP oversight team to support Youth Homelessness Demonstration Program expectations, including the YAB's ongoing positive youth development involvement in performance evaluation, monitoring and policy oversight. ([What is Positive Youth Development?](#))
3. Collaborate alongside providers in the community, specifically aligning with those also operating Youth Programs to create a succinct youth system.
4. Comply with and participate in the YHDP/HSC/Local/State and Federal related policy.
5. YHDP Programs must follow a Housing First model that incorporates Trauma Informed Care (TIC) and Positive Youth Development(PYD) Models of housing and services delivery.
6. Participate in all required training and ongoing YHDP learning collaborative meetings as selected and scheduled by the Youth Action Board, at least monthly.
7. Participate in learning collaboratives which are planned to bring YHDP providers together to share best practices, monitor progress on the implementation of best practices, and provide regular learning opportunities through training in PYD, TIC, and Social/Permanent Connection Development.
8. Participate in and respond to issues identified through the project performance monitoring and evaluation which will be led by the YHDP Oversight Team.
9. Provide opportunities for employment of young people with lived experience within the YHDP project, as part of the housing and service teams which will also be led by the YAB.
10. Ensure that BIPOC, LGBTQ+ and people with disabilities are connected to housing of their choice and have support in place after assistance expires, all involved parties will complete cultural humility/competency training.
11. Have a staff representative participate in the Committee to End Youth Homelessness by attending the committee's meeting on the third Thursday every month (10AM-12PM).

Reporting and Evaluation Requirements

Applicants are responsible for complying with all City of Madison, HUD/Continuum of Care and YHDP reporting requirements. Modified programs specific to YHDP projects will be created in HMIS. YHDP encourages innovative program development and evaluation and as such, applicants may be asked to track additional information outside of the current HMIS & Coordinated Entry System (CES) processes. In addition, YHDP projects will be evaluated through ongoing quarterly/annual evaluations.

Youth Collaboration

All YHDP projects will include ongoing youth collaboration and involvement on project design, rule & policy development, staff hiring/on-boarding and performance evaluation. Each project will have a clear process outlined and accessible for participants to participate in providing feedback and expressing concerns/grievances safely without fear

of retribution and where the feedback is meaningfully considered and evaluated. Additionally, the YHDP Continuous Quality Improvement process will include oversight by the Youth Action Board to ensure these processes are in place and that the feedback is being implemented to enact changes in areas of need.

Eligible Localities

Applicants are expected to serve participants in the Madison/Dane County metro and/or rural areas.

Process and Selection

Applicants will submit application by February 9th, 2024 at 11:59pm. Applicants will also schedule time for a one-hour virtual interview with the YHDP Oversight Team. Applicants will be evaluated and one (1) selected agency will be identified locally by the YHDP Oversight Team, who will then seek community approval for the City of Madison to enter into a subrecipient contract with the provider. Upon community approval, the selected applicant will be awarded a contract through December 31st, 2024, and maybe eligible for renewal funding through the CoC Program.

Timeline Action Steps

1. Funding Announcement: January 26th, 2024
2. *Funding Announcement Workshop: January 31st, 2024 at 10:30AM ([Calendar Invite w/ Zoom Link](#))
3. **Applications Due: February 16th, 2024** (Submit via email to:
[Youth Action Board \(community@yabdanecounty.com\)](mailto:community@yabdanecounty.com) and [Kayla Every \(kaylae@yabdanecounty.com\)](mailto:kaylae@yabdanecounty.com))
4. Applicant Interviews: February 14th - February 15th, 2024 ([Google Calendar Appointment Booking](#))
5. Selection made: March 1st, 2024
6. *Propose Selection to HSC Board: March 6th 2024
7. *Propose Selection to Finance Committee: March 25th, 2024
8. *Propose Selection to City-County Homeless Issues Committee: April 1st, 2024
9. *Propose Selection to CDBG Committee: April 4th 2024
10. *Propose Selections to Common Council: April 16th, 2024
11. Funding Award Announcement: April 19th, 2024
12. Expected Project Execution Date: May 1, 2024 - December 31, 2024

* Attendance encouraged but not required

YHDP 2024 Funding Application Instructions:

Application Due: ***FEBRUARY 16th 2024*** at ***6:00 pm CST***,

Send the following to: kaylae@yabdanecounty.com, community@yabdanecounty.com

Late or incomplete applications will not be considered.

Submission Check List

- Subject Line: "YHDP 2024 Application - (Organization Name)"
- Attached as PDF:
 - Signed and Completed Application (Virtual Signatures Accepted)
 - Written Narrative Responses to Application Questions
 - Completed Threshold Review Criteria
 - Completed Program Schedule
 - Completed Project Implementation Milestones
- Register for Applicant Interviews: February 14th - 15th 2024 ([Google Calendar Appointment Booking](#))
(If unable to access Appointment booking, Include availability in email.)

Transitional Housing-Rapid Rehousing Program for Youth and Young Adults (THRRH YHDP 2024)

Agency Name:
Agency Representative:
Email:
Position:
Agency Website:

Dear Youth Action Board, HSC and City of Madison,

We, at the above listed agency, are interested in providing a Transitional Housing-Rapid Rehousing Program for Youth 18-24 in Madison/Dane County through the Youth Homelessness Demonstration Program in 2024. We are applying for program funding to operate the below program components through under the Youth Homelessness Demonstration Program.

By submitting this application, we understand and agree that:

- We will be contacted by the Youth Action Board and YHDP Teams for further conversations, including an interview to be hosted February 14th and 15th, 2024.
- The Transitional Housing-Rapid Rehousing Program is part of a larger community grant initiative, the Youth Homelessness Demonstration Program, and therefore administering the THRRH Program will require participation in oversight administered through authentic youth collaboration and positive youth development activities, and other innovative approaches through the demonstration program.
- All funding decisions will need to be proposed and passed by the Homeless Services Consortium, City of Madison Common Council, CDBG Committee and Funding Committee before contracts will be formalized. Contracts will run through Dec 31, 2024 with potential eligibility to renew.
- Submitting this does not guarantee or secure any funding or agreements, nor does it commit any party to obligations now or in the future, unless in contingency with a future signed contract by the City of Madison CDD.

Interview Time Slot Selected:

Additional considerations we'd like to include in submitting our application are: (optional)

Sincerely,

X

Name

Date

Threshold Criteria	
1. Does your organization commit to operationalizing the principles of the Coordinated Community Plan in their programming, including equity, Positive Youth Development, trauma-informed approaches, Housing First, family engagement youth choice, individualized and client-driven supports, and social and community integration?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Does your organization commit to supporting youth leadership development, supporting youth participation in a youth action board, and involving youth in decision-making within the organization including participation on the Board of Directors or equivalent policymaking entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Does the agency have an unqualified, independent financial audit completed within the past 18 months without findings or sufficient explanation with corrective action?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Does the agency have a SAM.gov registration?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Does the agency have an active Unique Entity ID (formerly DUNS Number)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Does the agency have any delinquent federal debt?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Is the agency under debarment or suspension from doing business with the Federal Government and/or on the Federal do not pay list?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Does the agency currently enter data into the Homeless Management Information System (HMIS) or comparable database for Domestic Violence providers? a. If no, please explain how the agency plans on becoming an HMIS agency by the YHDP project implementation start date in the narrative below.	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Does the agency agree to participate in training required by the YAB for all YHDP-funded program staff?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Does the agency commit to participating in system-wide continuous quality improvement activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
11. Does the agency incorporate youth-focused Housing First principles into the program design, including absence of barriers to entry and service participation requirements and provision of targeted, intensive support to ensure housing success?	<input type="checkbox"/> Yes <input type="checkbox"/> No
12. Does the agency agree to participate in the Coordinated Entry System and follow Coordinated Entry policies and procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No
13. Does the agency agree to serve clients of all gender identities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
14. Does the agency agree to follow the Dane CoC Written Standards and suggest changes to Standards that are not meeting the needs of youth?	<input type="checkbox"/> Yes <input type="checkbox"/> No

2024 YHDP Funding Application Narrative Questions

Review the [YHDP Program Guide](#) prior to completing narrative questions below.

Organization Questions: (Character Limit 1500)

1. Organization Values and Mission Statement
2. Describe your organization's experience implementing and operating transitional housing and/or rapid rehousing programming. List all current youth and young adult programs with their inception date, and the outcomes these programs have since had on the participants housing stability.
3. Describe your organization's education and training requirements for management and youth program staff. Include how you support these requirements and other professional development opportunities, including those for youth with Lived Experience.
4. Please describe how your program will comply with the CoC's requirements given in the [HSC Written Standards](#) on page 47, C-Nondiscrimination, and on page 48, D-Accessibility.
5. How many people on your Board of Directors or in your Agency's Leadership identify as the following:
 - a. Lived Experience/currently experiencing homelessness
 - b. LGBTQ+
 - c. Parenting youth(currently age 24 or below and parenting)
 - d. Disability
 - e. BIPOC
6. Working authentically with young people takes commitment to meet young people where they are at. What does that mean to your agency? How will your agency commit to engaging the Youth Action Board in program implementation and project evaluation?
7. How will your agency commit to supporting youth and young adult participants in project evaluation and raising concerns?
8. Agencies providing services with CoC funds shall be required to have a termination and grievance policy. Please attach a copy of the agency's current policy.

Program Questions: (Character Limit 1500)

1. Youth Homelessness: Why do you think young people experience homelessness?
2. Describe your agency's vision for the Joint TH-RRH program. Please include a description of services provided. Please include funding needed to support the envisioned program, and project milestone timeline. (See below)
3. Housing First: The YHDP Programs must operate using a Housing First approach. Describe how the Housing First approach will be applied throughout your proposed program.
4. Trauma Informed Care: The YHDP Programs must operate using Trauma Informed Care. Provide a description that addresses how the program will use Trauma Informed Care to best support young people experiencing homelessness.
5. Briefly describe the needs of overrepresented youth populations in the City of Madison and Dane County for the programs included in this application, including the source of the data used in your response.
6. Proposed Participant Population: Describe the intended service population that will be impacted by this program (e.g., location, ages, race/ethnicities, income ranges, English language proficiency, if applicable etc.) AND how this population was considered or involved in the development of this program proposal?
7. Recruitment, Engagement, Intake and Assessment: Describe your plan to engage and address barriers to participation for the identified service population. Explain the intake and assessment procedure you will use for this program.
8. Describe your agency's experience and/or ability to serve people who might need crisis-intervention services, including behavioral health, substance use, or other types of supports; and describe how your agency would provide crisis-intervention services for this project.

Program Schedule:

What are your hours of operation for your office? What hours of operation or availability will your program offer to participants for program intake, and for case management services?

Location(s):				
Day of the Week	Time	Office Hours	Housing Intake Hours (Or As Needed)	Case Management Hours (Or As Needed)
Monday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Tuesday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Wednesday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Thursday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Friday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Saturday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
Sunday	Start		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed
	End		<input type="checkbox"/> As Needed	<input type="checkbox"/> As Needed

Additional considerations surrounding hours of operation and location above: (optional)

Project Implementation Milestones

Please indicate the number of days from the grant start date that each of the following milestones will occur if this project is selected for an award. Projected grant start date will be May 1st, 2024.

Project Milestone	Days from grant start date
Begin hiring staff or expending funds	
Begin program participant enrollment	
Program participants occupy leased or rental assistance units or structure(s), or supportive services begin	
Leased or rental assistance units or structure, and supportive services near 100% capacity	