

**Responses to Questions Regarding the 2019 Request for Applications
for Funding to Address Homelessness (Addendum #1)**

Question 1: May the funds be used for the purchase of a building?

Answer: Property development capital costs (acquisition, new construction, and or rehabilitation) are eligible only for new permanent supportive housing projects. Capital costs are NOT eligible for new Joint Transitional Housing and Rapid Re-Housing or Rapid Re-Housing projects.

Question 2: What is the caseload expectation of a caseworker whose focus is rapid rehousing (e.g. 20 a month)?

Answer: There are no local requirements for caseload; this is determined by the funded agency.

Question 3: If funding is approved, can the type of assistance provided be changed? For example, if more funds are needed for utilities and less for rental application fees, can the funds within financial assistance be shifted? If it can't be re-allocated, is there a formula to best meet the needs of those receiving the services (e.g., 50% rent, 25% utilities . . .)??

Answer: Funds allocated to a specific line item within the budget can be moved after contract execution through a contract amendment process.

Question 4: What is the definition of a special population in the services provided section of the application form?

Answer: Special populations may include, but are not limited to, unaccompanied youth, victims of domestic violence, elderly, people living with HIV/AIDS, etc..

Question 5: If the request isn't funded in full, is it possible to receive partial support?

Answer: HUD may award the project at the reduced amount, provided the project is still feasible with the reduced funding (e.g., is able to continue serving homeless program participants effectively).

Question 6: If Goodwill receives this funding, will that impact if Goodwill employees may request and receive housing assistance?

Answer: Please reference 24 CFR 578.95 for information about potential conflicts of interest: <https://gov.ecfr.io/cgi-bin/text-idx?SID=5884b3ad2d1b8080ed5607d0bff779b8&mc=true&node=pt24.3.578&rgn=div5>

Question 7: Is shared housing possible? May unrelated individuals share a house/apartment or a bedroom?

Answer: In general, roommate situations are allowed under Continuum of Care (CoC)-funded rapid re-housing. Please review appendix 1 of the Shared Housing Overview created by the National Alliance to End Homelessness: <http://endhomelessness.org/wp-content/uploads/2017/06/RRH4YLC-Shared-Housing-Overview.pdf>.

**Responses to Questions Regarding the 2019 Request for Applications
for Funding to Address Homelessness (Addendum #1)**

Question 8: May the assistance be scaled so, for example, initially 100% of the rent is covered and then 75% then 50% then 25%.

Answer: Assistance must adhere to CoC written standards, which specify that “just enough assistance” be provided to ensure that a household is able to obtain and maintain stable housing. The provision of rental assistance should be in the lowest amount and for the shortest period necessary to ensure housing stability. Rapid re-housing programs should provide the lightest touch possible for financial assistance. Household income must be evaluated on at least a quarterly basis, and all households are expected to contribute at least 30 percent of their household income toward their rent payment. For example, if the household income is \$100 per month, \$30 must be contributed to rent. If the household income is \$0, no rent contribution is required, but supportive services must be provided to increase income.

Question 9: How do we get paid for the services we provide to veterans each month, including deposits, rent, utilities in arears, etc?

Answer: Payment is provided on a reimbursement basis, upon the submission and verification of a payment request form.

Question 10: How do we handle Security Deposits & Utility Deposits?

Answer: Security deposits in an amount not to exceed two months of actual rent are eligible. An advance payment of the last month's rent is eligible if it accompanies a security deposit and first month's rent. Utility deposits must be a one-time fee, paid to utility companies.

Question 11: Are past due rent or utility payments to prevent homelessness and eligible expense?

Answer: Homelessness prevention activities, such as past due rent and utility assistance for persons who are at risk of homelessness, are not eligible for Lee County CoC funding.

Question 12: Are clients required to sign a one-year lease, even if only short-term rental assistance is provided?

Answer: For project-based, sponsor-based, or tenant-based rental assistance, program participants must enter into a lease agreement for a term of at least one year, which is terminable for cause. Leases must be automatically renewable upon expiration for terms that are a minimum of one month long, except on prior notice by either party.

Question 13: Are we required to report in the Homeless Management Information System (HMIS)?

Answer: All CoC funded programs must record information in HMIS, and participate in the Coordinated Entry System.

Question 14: When do we expect to receive this funding and start spending?

Answer: Funding start dates for new projects can be set by the grantee, but should be between January 1, 2020 and December 31, 2020.

**Responses to Questions Regarding the 2019 Request for Applications
for Funding to Address Homelessness (Addendum #1)**

Question 15: For the question, “Describe how the project will provide connections to permanent solutions, include the extent to which this project focuses on critical supports and services needed to achieve housing, or ancillary supports?” Is this where we should discuss client development, employment, financial literacy, tenant classes?

Answer: Describe how the project will ensure that the client is able to obtain and maintain permanent housing. This may include a discussion of classes, referrals, treatment programs or other services that will be provided to the client to ensure long term housing stability.