

# CRHC CoC Grant Application

(One project per application)

FUNDING 2019 HUD NOFA  
CoC Program interim rule at 24 CFR 578

GRANT PERIOD 20-21

Application due to [matt.stevenson@lansingmi.gov](mailto:matt.stevenson@lansingmi.gov) by noon Thursday, August 22, 2019

**Application organization must have tax-exempt status under 501(c) of the IRS, DUNS Number and an active registration in SAMS**

Date of Application: 8/16/19

## PART I: Program Information

Renewal  Reallocation Project  Non-DV Bonus Project  DV Bonus Project X  
Consolidation  Transition  Expansion

Organization: EVE

Contact Person: Brigitte Gurden Title: Executive Director

Telephone: 517-372-5976 Email: bgurden@eveinc.org

Project Grant Name: DV RRH Minimum # Units (see table): \_\_\_\_\_

**Renewal only:** Previous Year Award Amount: \$ \_\_\_\_\_ Amount Requesting: \$ \$182,697

**Circle** the Program Component for Which You Are Requesting Funds:

\*Permanent Supportive Housing \* Transitional Housing \* Rapid Rehousing \* Joint TH-RRH  
\* **DV-RRH** \* DV-Joint TH-RRH \* DV-Coordinated Entry \* HMIS \* Coordinated Entry

**A.** Are other funds leveraged with the requested funds?

Yes: X \_\_\_ No: \_\_\_ If yes, please identify the amounts and sources for all leveraged funds.

Amount \$ 13,571 Source: City of Lansing

Amount \$ 65,325 Source: DV- MSHDA- Pending

Amount \$ 20,000 Source: Ingham County Community Agency Fund- Pending

Amount \$ 3,000 Source: Lansing Food Bank

**B.** This grant requires a 25% cash or in-kind match. Please describe in detail:

a) type (cash or in-kind); b) Source of match; c) Amount, and how it will be documented.

Our match will be in-kind and cash match. 67% will be in-kind donations. Our in kind match is in advocate mileage at \$5,000 in-kind food valued at \$4000.00 in kind clothes; hygiene products and household items valued at \$20,000 and volunteer hours at 80 hours with a rate of \$24.69 per hour.

(Hourly wage from VOCA). A total of \$30,975.20. Cash match will be coming from our fundraising fund for a total of \$14,699.05. We track in-kind through receipts and our donor database. We track volunteer hours through timesheets that volunteers are required to submit bi monthly.

**C.** Does/Will the agency follow the Orders of Priority as defined in CPD-16-11 (See Exhibit A of this application)? Yes:  X  No:

**D.** How many households will be housed during the funding year?  14

## Part II: Narrative

Please be concise. Use bullets where possible.

1. Describe the **target population** for the Project. Specifically identify who the project will serve. i.e. individuals; families; chronic; Special populations. What is the **average acuity** level?

If the Project has admission preferences for different sub-populations, please explain.

The DV Bonus for RRH Program will target clients who come from fleeing DV. Their SPDAT score must fall in the range of 4-8 for individuals and families. EVE works with CEA to ensure a housing first approach is taken and that there different options for every survivor to find the right fit. EVE's program will give priority to the special population of domestic violence survivors.

2. Provide examples of how the **Project outcomes** will contribute to improving the CoC's system-wide performance, as measured by HUD's system performance measures below:
  - Reducing the length of time people are homeless
  - Increasing discharges to permanent housing
  - Preventing returns to homelessness (reducing recidivism)
  - Increasing client income

### *Reducing the length*

- RRH will help improve the wait time and capacity issues currently at EVE's shelter by helping move survivors into RRH within the first 30-60 days of arrival into EVE's shelter. By using a housing first approach survivors may be get placed into EVE's services congruently with placement of the RRH program.
- Survivors are referred to CEA after meeting with their advocate. The first priority is to get a safety plan in place for the survivor. Once the client is referred to CEA the client and the advocate will work on housing goals. These goals will look different and unique with each survivor.
- EVE advocate will help identify barriers to safety, housing (including landlord and retention issues) and healing.

### *Increased discharges to permanent housing*

- Each survivor receives client centered trauma informed strength based services at EVE. Clients are eligible to receive free individual and group counseling from EVE. The hope is the RRH program will turn into PH after a course of a year.
- After a year the survivor will be discharged from the RRH program. The survivor will be set up with resources as well be able to maintain contact with their advocate if issues do arise.
- EVE works with COC partners to ensure that the survivor has access to all possible housing and voucher options.

### *Preventing returns to homelessness*

- EVE's RRH program will have a housing specialist on the team that will work with clients and their families up to 12 months to provide support and resources when needed. The hope that this will eliminate/ reduce recidivism.

*Increase client income*

- Survivors will work with their advocate to proactively find employment if not currently working. Advocate may refer client to EVE's job board or to Michigan Works.
  - EVE's advocate will work with the client to build a budget for the RRH program and identify barriers or gaps with income. In addition EVE may refer to Edward Jones Advisor who can give free financial advice if necessary.
- EVE's advocate will provide a list of landlords in the area for potential housing.
3. Using Exhibit B-Describe the Project's implementation of the **Housing First** approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients as it pertains to substance use, income, criminal records (with exceptions for restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Include descriptions of program policies and procedures to address situations that may lead to termination. How will the project assist clients in finding decent housing?

1) Eligibility Criteria:

Eligibility for clients will require clients to hit one requirement which is fleeing DV. Clients will not have other preconditions or barriers to entry such as sobriety, criminal history or service participation requirements.

2) Accepting New Clients/ survivors

Clients can be referred from CEA or from internal advocates who think the RRH program is the right fit for the survivor. Once the referral is made the housing specialist will ensure the survivors meet the criteria for the program and schedule an intake meeting. After the initial meeting survivors will work with the housing specialist to develop goals for housing and enroll them into the RRH program.

3) Exiting Clients/ Survivors:

Exiting clients successfully from the program due to goals being met and ready to move forward. Clients can still meet with the housing specialist quarterly the following year and has options to still meet with their EVE advocate. A safety plan will be in place for the survivor. A list of community resources will also be given to survivor upon exiting.

Exiting clients that are not successful in the program. Clients may be exiting the program due to lack of participation with in the program. These would include not meeting with the housing specialist despite multiple times of reaching out in different ways and no progress in meeting individual goals set by the client and the housing specialist. The advocate would attempt to get the client into shelter or another housing program in order to avoid homelessness. The housing specialist and EVE's advocates would make every attempt to get the client(s) back on track and moving forward with EVE's program.

4. Explain how the **needs assessment** process ensures that participants are directed to appropriate services. How are participants connected to **mainstream resources**? Are there **MOUs or letters of commitment**? (These must be dated between May 1, 2019 and September 30, 2019.) Include collaborations with other programs or agencies. For renewals, how successful have these collaborations been?  
(See Mainstream Resources definition in glossary)

EVE will receive referrals from CEA or internally from EVE advocates. EVE will special attention to the SPDAT assign to each survivor. The criteria for RRH is between 4-8. EVE understands that RRH can be beneficial to anyone and will allow referrals for other qualified households with a DV situation.

Once the survivor is enrolled they will be able to receive counseling individual and group, individualized housing plan, safety plan for their advocate, financial assistance for rent and referrals to the appropriate community partners.

EVE currently works with the following programs:

MSU Safe Place

Care

MSU Depts of Social Work and Psychology

Legal Services of So. Central MI

DHS

Capital Area Community Services

Lansing Police Dept.

MSU Service Learning Center

Sparrow Health Care System

Established Community Collaborative

Greater Lansing Homeless Resolution Network

Capital Area Domestic and Sexual Violence Coordinating Council

STOP collaborative-Police, prosecutor, courts

DV Lethality Team

Friend Of the Court.

Tri County Area on Aging

Ingham County Sherriff's Department

Lansing Food Bank

Ingham County Prosecutors

Saint Vincent Catholic Charities

MMRS

Capital Area United Way

Glass House

Community Mental Health

Disability Network of the Capital Area

Abilities All Clinic

Freedom Health Detroit

Michigan Immigrant Rights Center  
Korean Advocacy Network  
Restoration place  
Access- Arab Services  
Sparrows Nest  
Christian Services

5. How will clients be assisted in maximizing their ability to live independently? What **criteria** are used to evaluate participants' readiness to "graduate" or **transition** from the project to other permanent housing?

Survivors will be working with a housing support specialist for 12 months. They will be meeting with person each month and will have a plan to help support the survivor to a transition. The process would begin 3 months before the end of the program, and goals will be set up evaluating whether the survivor will stay in the same apartment or if they will move to a different one.

Criteria we will use to evaluate participant's readiness:

- 1) Demonstration of financial ability to maintain a household
  - 2) Demonstration of employment, budgeting and time management effectively with support from the housing specialist.
  - 3) Shown growth and progress towards individual goals set at the beginning of the project.
6. CoC policies require that participants be **referred from the Coordinated Entry Agency** (CEA). What is your estimate of the % of referrals you accept from the CEA? Please explain how you track/verify this information.

100% participants are referred to CEA. Referrals from CEA this past year was about 10% of our cases.

7. How will the project **engage those with the most severe needs or vulnerabilities, disabilities or limited English proficiency** per the CRHC CoC/HUD prioritization policy? Describe any Outreach efforts. Reaching participants throughout the County that may not otherwise have known of the Project?

EVE is committed to serving those most vulnerable especially those who have a long history with DV. We know that one of the main priorities with COC is special populations including DV survivors. We know many shelters in the area care for these women but are not specialized in safety planning for them or for trauma they have experienced in their previous relationship. This program will allow EVE to serve the most vulnerable survivors.

EVE is capable of making accommodations whenever necessary. EVE is committed to giving limited English proficient survivors the same quality of care as other survivors. EVE will engage a translator when required to guarantee that survivor's voice is being heard.

8. Are there any **outstanding Civil Rights matters**, delinquent Federal debts, **debarment or suspensions from doing business with the federal government**? Yes \_\_\_\_\_ No  \_\_\_\_\_  
**Approved Code of Conduct is on file with HUD**? Yes  \_\_\_\_\_ No \_\_\_\_\_  
 Please explain your response. (50 words or less)

EVE has been managing federal grants for over 5 years and has met or exceeded the grant expectations and outcomes. EVE does not currently have any debarment or suspensions. EVE has a code of conduct policy on file with the City of Lansing.

9. Who is the agency contact person knowledgeable about **Fair Housing** and HUD priorities?  
 Name: Teri Looney Contact # \_\_\_\_\_

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**ONLY Renewal Projects, complete questions 10-12**

10. Are the agency **reports turned in on time (%)**? Is the agency **HMIS data error free (%)**?  
 Are the agency monthly Financial Status Reports correct (%)?
11. **Project cost-effectiveness** – what was the average cost per person or family served in your project? (Take the cost to run the project including match divided by the actual number of households served per project year).
12. Attach the agency’s response letter to **any findings or concerns** identified by the City during the **last monitoring/site visit** of the agency. Please provide any CAP (Corrective Action Plan) requested by the City or CoC if applicable.

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**ONLY Reallocation, New Bonus and DV Bonus Projects, complete questions 13-17**

13. Attach (one page or less) the general Objectives/Mission of the Organization and the Organization’s **experience in providing the services** for which funding is being requested, including populations served.  
 See last page.
14. Describe the plan to assist clients with **barriers to housing** (poor rental history, criminal history, bad credit, etc.) to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.

One of the main issues is finding landlords that will accept someone that may have had multiple evictions due to homelessness or even previous DV situations. Another barrier is limited section 8 housing. There is more need than places available. We work with every possible apartment complex and local landlords to try and secure housing for our clients. We believe by creating a rapid rehousing program we can help clients overcome major financial barriers to housing. The program will allow rental support up to 12 months alongside supportive services the client will overcome barriers to housing. The rapid rehousing program will provide assistance to those who lack funds to get into a place initially. It will also surround the survivor with supportive services that will help them emotionally and physically. Our housing support specialist will support the client every step of the way from finding housing to providing ongoing support and checkups each month.

15. Describe how the **project design** will fit the needs of project participants: 1) to help maintain housing; 2) to meet other client needs that contribute to instability and homelessness; 3) to **establish performance measures** for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks.

The project is designed to help eliminate barriers for Rapid Rehousing. One of the biggest barriers to DV survivors getting permanent housing is the lack of financial stability. The most successful and devastating perpetrator tactics in domestic violence is financial abuse. Victims can be isolated from accessing money, have no rental history, have their credit destroyed by their perpetrator, have little or no work history to assist in employment, etc. EVE's staff help navigate through recovering from financial abuse and our staff attorney can assist in civil legal proceedings to overcome some of the hurdles to establishing safe and permanent housing for victims of domestic violence. EVE's staff also relies on the developed programs of our community partners to address financial insecurity, housing, employment, and legal support. The advocate would provide support to the family for 12 months. They would help continually break down these barriers as well as provide guided support. The advocate would visit the home once a month. The rapid rehousing program will provide up to 6 months of full financial rental assistance. In months 6-9 the survivor would need to pay 50% of the rent and in months 9-12 the survivor would need to pay 75% of the rent. EVE believes by setting the system up as a weaning program then the survivors will be more set up for success for permanent housing. Survivors will have a Housing Support Specialist to support them in finding safe and secure housing.

Our measurable objectives are the following:

#### Outcomes

- 85% of 14 households served will find permanent housing.
- 100% of women and children will be physically safe and able to utilize their safety plan to remain safe, as indicated via client self-reports.

16. Describe a plan for **rapid implementation of the project** documenting how and when the project will be ready to house the first project participant. Provide a detailed schedule of proposed activities for 30 days, 60 days, 120 days, and 180 days, if applicable, after grant award.

#### 30 Day Implementation:

- Hire a Housing Support Specialist
- Orientation for the housing position.
- Write and setup policies for RRH program.
- Start enlisting potential clients for RRH program
- Compile landlord list for program.
- Engage and enlist landlords to become a part of our RRH program.

#### 60 Day Implementation:



- Housing Support Specialist- start case management with new clients
  - Provide support in setting up counseling appointments, financial guidance and helping provide support with our legal counsel team.
  - Client's signed up with HARA and other means of assistance such as SSDI.
  - Intake 4 clients into the RRH program
  - Help guide client towards permanent housing by providing a list of landlords and places we have vetted as meeting EVE's requirement of safe housing.
  - Clients will be able to research housing from list or other sources provided by the Housing Support Specialist.
  - Provide services and supports that are available at EVE, Inc. to client for avenues of healing.

120 Day Implementation:

- Housing Support Specialist- Continue to grow case load. Provide support to clients who have PH. Meet with clients once a month providing additional support needed.
  - Housing Support Specialist- start case management with new clients
  - Provide support in setting up counseling appointments, financial guidance and helping provide support with our legal counsel team.
  - Client's signed up with HARA and other means of assistance such as SSDI.
  - Intake 5 clients into the RRH program
  - Help guide client towards permanent housing by providing a list of landlords and places we have vetted as meeting EVE's requirement of safe housing.
  - Clients will be able to research housing from list or other sources provided by the Housing Support Specialist.
  - Provide services and supports that are available at EVE, Inc. to client for avenues of healing.
  - Track Data of current clients.

180 Day Implementations:

- Housing Support Specialist- Continue to grow case load. Provide support to clients who have PH. Meet with clients once a month providing additional support needed.
  - Housing Support Specialist- start case management with new clients
  - Provide support in setting up counseling appointments, financial guidance and helping provide support with our legal counsel team.
  - Client's signed up with HARA and other means of assistance such as SSDI.
  - Intake 5 clients into the RRH program
  - Help guide client towards permanent housing by providing a list of landlords and places we have vetted as meeting EVE's requirement of safe housing.
  - Clients will be able to research housing from list or other sources provided by the Housing Support Specialist.
  - Provide services and supports that are available at EVE, Inc. to client for avenues of healing.
  - Track Data of current clients.

17. My agency is **willing to be trained** in processes and programs used by the CoC to manage and administer the HUD grant including but not limited to Homeless Management Information System (HMIS), the Coordinated Entry Agency (CEA) and the assessment tool (SPDAT). Agree:   X   Disagree:

**DV-Bonus applicants only (18 – 20):**

18. Do you have a **client-level database** that is capable of meeting HUD's Annual Performance Reporting requirements? (see document on GLHRN website for clarification)

Yes   X                      No           

19. What are the **issues facing DV survivors in accessing local CoC** permanent housing assistance programs? Support your response with local data.

1 out of 4 women in Michigan will experience domestic violence in their lifetime. Many of these survivors do not have funding or support to be able to move. On average, a woman will leave an abusive relationship seven times before she leaves for good, according to The National Domestic Violence Hotline. Funding is the biggest barrier for reasons why survivors stay. Section 8, you still need to pay full deposit and those funds are not always available from any agency. Many times we have to piece together that amount from 4 different agencies just to get someone into housing. Another issue is knowing how to financially manage their money and budget with what they have.

The biggest issue EVE is seeing with housing barriers or not having enough housing available in the Lansing area are that clients are staying for longer periods of time. This past year clients stayed at EVE an average of 4.8 months or 147 days. The shelter was designed that the average stay would be 30-60 days as temporary emergency shelter.

20. How do you **address/improve safety for the DV populations** you serve?

EVE's team has had several trainings on safety planning with clients. Our advocates and crisis team are prepared to walk each client through safety planning. We have a step by step process for clients. We have different plans depending on the situation. There are five different plans.

1. Safety planning when living with the abuser
2. Safety planning with children
3. Safety planning with pets
4. Safety planning when pregnant
5. Emotional safety planning

We also have a step by step check list of what a client needs to do when they are preparing to leave as well as what to do after they leave. All of these documents are attached with the application

**For further information, please see the HUD Notice of Funding Availability at:**

<https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/>

**Part III: Budget**

**Budget may also be submitted in an Excel Spreadsheet – contact HRCS for document.**

|   | HUD CoC Expenses |            |    |     |      |  |
|---|------------------|------------|----|-----|------|--|
|   | PH: PSH          | PH:RRH     | TH | SSO | HMIS |  |
| Rental Assistance   |                  | 124,428    |    |     |      |  |
| Leasing   |                  |            |    |     |      |  |
| Supportive Services*  |                  | 39,998.80  |    |     |      |  |
| Operating Costs   |                  |            |    |     |      |  |
| HMIS  |                  |            |    |     |      |  |
| Total Admin   |                  | 18,269.70  |    |     |      |  |
| Sub Total   |                  | 182,696.50 |    |     |      |  |
| Cash Match (all line items except Leasing)  |                  | 14,699.05  |    |     |      |  |
| Program Income if used as Match (if applicable)   |                  |            |    |     |      |  |
| In-Kind Match (all line items except for Leasing)   |                  | 30,975.20  |    |     |      |  |
| <b>Grand Total</b>  |                  |            |    |     |      |  |
| <i>Shaded areas not eligible for funding in designated categories. Match must total 25%, excluding Leasing costs.</i> |                  |            |    |     |      |  |

|                                 | *Supportive Service breakdown |
|---------------------------------|-------------------------------|
| Salaries                        | 35,000                        |
| Fringe Benefits                 | 2,677.50                      |
| Contractual services            |                               |
| Travel                          | 1,000                         |
| Supplies/materials              | 1,321.30                      |
| Utilities                       |                               |
| Repairs/Maintenance             |                               |
| Financial assistance to clients |                               |
| <b>Total</b>                    | <b>39,998.80</b>              |

| Program Income* |        |
|-----------------|--------|
| Source          | Amount |
|                 |        |
|                 |        |
| <b>Total</b>    |        |
|                 |        |
|                 |        |
|                 |        |
|                 |        |

\*Program Income is funds generated by project activities such as participant contributions toward their rent.

**Authorized Representative: (Please print or type)**

Name: Brigitte Gurden

Title: Executive Director

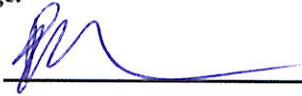
Telephone Number: 517-372-5976

Email: bgurden@eveinc.org

Fax Number:

**By signing this application, I certify the statements contained in the APPLICATION herein are true, complete, and accurate to the best of my knowledge.**

**Signature of Authorized Official**



**Date**

8/22/19

**EVE provides supportive services to survivors of domestic abuse and sexual violence, while empowering our community through education and awareness.**

EVE purposes:

- The operation of shelter for temporary housing of women/children domestic violence victims.
- Planning and implementation of residential/nonresidential programs for domestic violence victims that support restructuring their lives.
- Community education concerning the nature, causes and severity of domestic violence.
- Development and implementation of prevention programs.
- Work for system changes to reduce incidences of domestic violence and to make systems more responsive to victims.

Experience:

EVE has provided emergency, safe shelter for victims of domestic violence since 1977 (formerly as CADA). It has operated a Personal Protection Order Office for Ingham County since 1996 which can be utilized by victims of domestic violence to obtain a court order to remove the abuser from the home and allow the victim protections of the court. Victims come into shelter and participate in counseling and advocacy to address their needs and barriers to independence and maintaining their safety.

In addition to providing 3 meals a day and snacks, safe overnight shelter, and 24 hour staffing for support, EVE provides counseling and advocacy services no cost the resident.

EVE's counseling team has 6 Licensed Master of Social Workers that are able to offer Trauma Focused Cognitive Behavioral Therapy and 5 MSW student interns that provide counseling and support groups under the supervision of our Director of Counseling.

EVE's advocacy team meets the unique needs of homeless victims of domestic violence. Our advocacy services are client driven. The most common areas of advocacy our team provides are:

- Legal: navigating systems regarding law enforcement, courts, prosecution, friend of the court, etc.
- Housing: navigating laws regarding housing for victims of domestic violence, connecting clients with the HARA and/or Coordinated Entry for housing services, housing search, obtaining/finding the necessary documentation, etc.
- Economic Security: understanding and recovering assets from financial abuse, assisting in the application for state assistance, job search, assistance in gathering information for SSI/SSDI applications, work clothing, etc.